

Research Program Manager

Saskatoon, Saskatchewan

Western Grains Research Foundation (WGRF) is a farmer funded and directed crop research funding organization. We are committed to increasing the profitability and sustainability of Western Canadian farmers through excellence in crop research. As a Research Program Manager, you will be responsible for managing and administering the research funding activities of the Western Grains Research Foundation. This is a full-time position.

DUTIES

- As a WGRF team member you will work with staff, Board and Committee members to fund research for the benefit of farmers.
- Effectively represent WGRF at meetings/events and contribute to WGRF's role as a leading funder of field crop research.
- Interact with researchers throughout the complete life cycle of research projects including the development and submission of proposals, and the subsequent project implementation, monitoring, and completion including reporting of research results.
- Collaborate with funding agencies and partners to identify research priorities, review proposals, and develop co-funding agreements.
- Support WGRF's financial and program reporting requirements, contract obligations, and communication and evaluation needs.

QUALIFICATIONS AND COMPETENCIES

- Bachelor's degree (preferably master's) in agriculture or science with Professional Agrologist designation (or eligible).
- Significant knowledge of field crop-based agriculture in western Canada.
- Understanding of crop research funding programs, public agriculture research institutions and their scientists.
- At least five years experience in agriculture research and/or research program management.
- Self-starter with strong planning and organizational skills.
- Ability to work independently and as part of a team.
- Excellent written and verbal communication.
- Commitment to accuracy and attention to detail.
- Skilled with Microsoft Office applications.
- Understanding of legal contracts, budgets and financial statements. Strong emotional intelligence and maturity.
- Thrives on initiating, building and encouraging strong authentic relationships inside and outside of WGRF.



- Commitment to a positive workplace culture that is tolerant, patient, and respectful of others.

WGRF offers a competitive compensation package. If you would like to be part of a friendly, highly motivated team located in Saskatoon at Innovation Place, please submit your cover letter and resume by **5pm on Monday, April 27, 2026** to: careers@wgrf.ca

Thank you for your interest in WGRF. Only candidates selected for an interview will be contacted.