



Senior Program Officer, Agriculture

Location: Remote, based in Southeast Asia

Report to: Program Director - Agriculture

Overtime Status: Exempt

Working hours: Full-time

Salary Range: \$74,160 - \$92,700 USD (Salary range for preferred location). Geographic differentials will be applied based on location of hire. Candidates must have the right to work in the country from which they are applying

About Us

The Global Methane Hub (GMH) is the first coordinated philanthropic approach to funding methane mitigation. The Hub focuses on the energy, agricultural, and waste sectors, which account for 96% of human-caused methane emissions. We support ambitious catalytic investments, lay the groundwork for long-term transformation, and deliver quick wins ripe for action on the ground.

GMH advances its mission through three main functions:

- **Regranting:** Providing financial support to public-benefit organizations working directly to mitigate methane.
- **Convening:** Bringing together governments, civil society, researchers, and funders to align strategies and accelerate coordinated action in the interest of the public benefit.
- **Advising:** Serving as a knowledge hub and trusted partner, providing guidance on methane mitigation strategies, data sharing, and field-building.

Our actions are global in nature, and we believe quick wins will only be had if we engage sub-national and local communities. Our activities focus on the highest-emitting sectors and regions with a team spread across six continents. GMH is headquartered in Santiago, Chile.

Position Summary

The Senior Program Officer, Agriculture, is responsible for the development and execution of a complex portfolio of high impact grantmaking initiatives and multi-sector partnerships that will drive GMH's agricultural methane reduction strategy.

Reporting to the Program Director – Agriculture, this position will also be responsible for shaping methane research funding priorities, engaging global stakeholders, and providing

technical support to the Program Director – Agriculture, and coordinating the Science Oversight Committee and Board of Funders of the Rice Methane Innovation Accelerator.

They will work closely with internal teams, grantees, and external partners to advance innovative solutions ensuring GMH’s funding drives transformative change.

Job Responsibilities

Program Management

- Responsible for the development, management, and monitoring of results-based grantmaking in the agriculture portfolio, with a primary focus on the Rice Accelerator.
- Coordinate with the Program Director-Agriculture (PD-Ag) to manage the Rice Accelerator’s Science Oversight Committee (SOC) and the Accelerator’s Board of Funders (BoF). This will include, amongst other tasks, scheduling meetings, preparing agendas, preparing meeting documentation, ensuring follow-up on actions arising from meetings.
- Ensure adherence to the Accelerator’s governance and grantmaking procedures in collaboration with the Program Director.
- Monitor developments in the rice methane field to identify emerging needs, gaps, and opportunities; make recommendations on relevant research and analysis to inform program development, delivery, and evaluation.
- Lead programmatic planning, including goal setting, work plan development, and impact measurement strategies for assigned projects.
- Use technical expertise to influence the Accelerator program strategy development and execution while making recommendations on funding allocation, partnerships, and program adjustments.

Stakeholder Engagement & Partnerships

- Proactively maintain extensive external networks with experts and opinion-formers within the international methane, agriculture, food, broader climate change and communities to identify potential grantees and ensure decision-making is shaped by up-to-date insights and research.
- Serve as the primary liaison between GMH’s Agriculture, Rice Program and external partners, leading collaborations with funders, researchers, and policy experts in areas of grant management responsibility.
- Manage relationships with grantees, the community of aligned donors, and practitioners working to advance the goals of GMH.

- Identify and cultivate appropriate partners and collaborations to advance grantmaking strategies including, as appropriate, active participation in global policy discussions on agricultural methane mitigation.
- Represent GMH in high-level discussions at industry events, scientific conferences, and meetings with NGOs, funders, experts, and consultants; ensure follow-up, as needed.
- Draft updates, presentations, and reporting materials for the PD-Ag to support engagement with external stakeholders, funders, and the Board.
- Engage with funders and philanthropic partners to highlight the agriculture methane program achievements and impact upon request by the PD-Ag.
- Develop and maintain strong relationships with internal cross-sectoral teams to drive programmatic success.

Grant Management

- Develop, manage, and monitor results-based grantmaking in the agriculture portfolio, with primary focus on corporate engagement and finance and investment to advance GMH's rice methane program objectives.
- Identify and screen potential grantees, analyze and assess background information; conduct site visits; solicit and develop funding proposals; determine appropriate funding levels.
- Provide technical support to grantees, ensuring their projects align with best practices in agricultural methane reduction.
- Lead monitoring and evaluation of assigned grants, ensuring grantee progress aligns with program objectives and strategic priorities.
- Integrate insights from grantee reports, research, and emerging trends into program strategies through data-driven decision-making.
- Lead continuous improvement initiatives for agricultural rice methane program operations, identifying areas for efficiency and effectiveness in grant administration and program execution.
- Ensure leadership and funders have access to timely, accurate data and research findings on program performance.

Financial Management

- Ensure compliance with internal policies and donor regulations governing programmatic funding and operations.
- Collaborate with the finance team to ensure budget adherence and accurate reporting for agriculture program-related grants and initiatives; recommend adjustments to leadership.

- Contribute to the development of annual agricultural rice methane operational budget to anticipate and plan for programmatic expenses.
- Monitor established budgets for assigned projects or grants, making decisions within approved budgets and processes.
- Prepare and submit expense reports, ensuring compliance with organizational financial policies.
- Perform other duties and responsibilities as assigned.

Candidate Profile

The following offers an aspirational view of our ideal candidate profile; however, we encourage applications from candidates with a wide range of experiences and backgrounds, especially those from underrepresented groups.

- Demonstrates organizational values of equity, agility, humility, integrity, and care
- Bachelor's degree required in agricultural science, agronomy, environmental science, climate science, or related field; relevant advanced degree and certifications preferred.
- At least 7+ years of relevant experience in sustainable agriculture, including in rice production systems.
- Strong awareness of relevant rice methane reduction strategies, practices, and principles, and political economy of rice production.
- Demonstrated experience managing research portfolios, grants, or scientific partnerships in the agriculture or climate sector.
- Proven track record of stakeholder engagement with diverse partners including research institutions, governments, NGOs, farmers' organizations, and private sector actors, particularly in rice-producing regions.
- Background in the climate, environmental, philanthropic, agricultural development, or international development sector strongly preferred.
- Hands-on experience working across geographies with multiple stakeholders, particularly in developing countries and major rice-producing regions (e.g., South Asia, Southeast Asia, East Asia, Sub-Saharan Africa, Latin America).
- Familiarity with rice value chains, rice policy environments, and rice sector dynamics at international, regional, national, and/or sub-national levels.
- Intellectual agility and the ability to analyze, think critically, synthesize technical information, and understand emerging issues and opportunities in agricultural methane reduction and rice systems transformation.
- Broad familiarity with the climate change policy and international finance landscape, particularly as it relates to agricultural emissions, food systems, and international climate frameworks (e.g., Paris Agreement, Global Methane Pledge, NDCs).

- Strong project management skills, with ability to manage multiple projects, deadlines, and stakeholders across diverse time zones and contexts.
- Experience with monitoring, evaluation, and learning approaches for agricultural or climate interventions; ability to translate technical research findings into programmatic insights and actionable recommendations.
- Excellent organizational, analytical, interpersonal, verbal, and written communication skills; ability to translate complex technical concepts for diverse audiences including funders, policymakers, and non-technical stakeholders.
- Experience working with diverse, globally distributed teams across multiple time zones.
- Excellent and/or native English required; additional languages highly valued, particularly those spoken in major rice-producing regions (e.g., Mandarin, Bahasa Indonesia, Vietnamese, etc).
- Proven ability to think strategically while managing operational details effectively.
- Self-reflective with an attitude of continuous improvement and openness to feedback.
- Passionate about being part of the climate change solution and advancing sustainable food systems.

Additional information:

- This will be a full-time (40 hours/week) remote role and will require considerable time flexibility to support and collaborate with staff and stakeholders across multiple time zones. The position supervisor is in the GMT-3 time zone.
- Ability and willingness to travel internationally (~20%).
- Please note that the successful candidate will undergo reference checks prior to starting employment.

How to Apply:

Please send a resume and cover letter to people@globalmethanehub.org. Applications will be accepted until March 2, 2026.

Hiring Statement

The Global Methane Hub is committed to attracting, developing, and retaining exceptional people, and to creating a work environment that is dynamic, rewarding, and enables each of us to realize our potential. Our work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

Employees will be offered a local employment contract through **Atlas**, an Employer of Record service. Benefits will include all statutory requirements for the hiring location, but at a minimum, GMH offers: 100% employer-paid health, dental, and vision insurance for employees and their families; 4 weeks of paid time off, up to 15 days of paid sick leave, 16 weeks of parental leave, holidays according to the local calendar, and an additional week of paid time off for end of year office closure. Employees receive wellness, technology, and home composting benefits in addition to professional development and training opportunities.