



JOB DESCRIPTION

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Position Title: Design Lead

Department: Future Food Americas / Future Food Design Team (a COE, Center of Expertise)

Location: Portland, OR or Remote (U.S. or EU-based)

Time-commitment: Part-time (~20-25 hrs)

Position Hiring Manager: Future Food Americas Managing Director

Reports to: Head of Design

Start Date: Spring or Summer, 2022

Employment Type: Contractor

Contract Length: 3 months (minimum)

Language: Fluent in English; Italian Proficiency Preferable

ABOUT THE COMPANY

The Future Food Institute exists to make exponential positive change, to sustainably improve life on earth, through education and innovation in global food systems. By training the next generation of change-makers, empowering communities, and engaging government and industry in actionable innovation, Future Food catalyzes progress towards achieving the Sustainable Development Goals (SDGs). We are a highly networked global ecosystem of individuals, nonprofits, governmental and for-profit partners focused on creating a sustainable food future.

About our Innovation project work

Our Innovation Team excels at human and planet-centered design, identifying and clustering signals of future and market trends, collaborative innovation that meets the needs of our purpose-driven clients, and co-designing tangible strategies for accelerating action toward a sustainable world.

1. JOB PURPOSE:

The main purpose for this position is to lead and execute Future Food's design thinking methodology, to synthesize key insights gathered by the team, to be in frequent communication with the strategic supervisor, project manager, and E.U. Design Lead for guidance and alignment, and to ensure high quality results that meet or exceed client expectations. Design Leads take a central role in the delivery of sustainable food innovation



consulting projects and help ensure the quality, creativity and delivery of the projects they are overseeing.

On a project basis, this position is currently under the strategic supervision of Future Food Americas with direct process and methodology support from Future Food's Head of Design.

An ideal candidate will be:

- Thoughtful and flexible with great interpersonal skills
- Ability to quickly understand, analyse, and synthesize complex project requests
- An effective communicator and a great listener
- Have experience leading more junior designers and interns
- Have both experience and passion for food and sustainable food systems

2. MAIN RESPONSIBILITIES:

- Write research plans, guide contextual research, and synthesize information into user need insights which will inform the creation of personas, customer journey maps, and user flows (as needed on projects).
- Conduct and oversee primary user research and testing via remote platforms and/or focus groups, conduct and analyze interviews, to understand the usability of your proposed solutions, gather deeper insights, answer complex questions that inform your strategy.
- Take research into actionable insights and communicate this in a succinct and human-centered way to our clients.
- Oversee thoughtful strategies and presentations to communicate crisp concepts to our client partners
- Work with cross-disciplinary teams with competencies in research, design, business and food science.
- Be able to translate key stakeholder needs into a product development brief for the food science team.
- Facilitate cross-disciplinary workshops and ideation sessions to generate product ideas.
- Assure that product concept iterations are constantly aligned with client goals and consumer needs.
- Work with and guide the team toward shaping new ideas, prototype them and test them.
- Share your insights and skills with the larger future food ecosystem and its educational, institutional and community driven programs.
- Follow industry best practices in Service Design, Design Thinking, and UX philosophies, methodologies, frameworks, and tools.



- Set future visions for products and services that inspire people and meet needs
- Keep projects on time and on budget and report to our project leadership and Managing Director.
- Analyse and respond to client briefs
- Develop and deliver prosperity-driven innovation results
- Creative input on final deliverables
- Ensures design completeness and suitability of work in accordance with client needs
- Contributes to the creative side of project proposals and supports the U.S. business development team with creative input, client meetings, presentations and proposal writings
- Clear and open communication with project team and project manager, attending meetings and utilizing Slack and email
- Quality assurance and creative input on the design elements of project deliverables and client presentations
- Sharing your insights and skills with the team to ensure project success

3. KEY CHALLENGES:

- Develop a clear understanding of the client needs and implement Future Food's project process and methodology defined by the Head of Design/E.U. Design Lead.
- Run multiple projects/events at the same time (currently this position will work on 2 concurrent projects for 1 client, with room to take on more as time permits).
- Work with a highly distributed and flexible team, understanding the mechanisms and operating within a complex matrixed ecosystem.

4. KNOWLEDGE, SKILLS AND EXPERIENCE:

Work Experience: 5+ years

Requirements:

- Expertise in design thinking/human-centered design/service design
- Experience with empathetic, human-centered research, that leads to a lean product design process.
- Experience within a relevant service design discipline (Systems Design, Business Design, Interaction Design, Design Research/Strategy)
- Proficiency in designing and leading research efforts like activities, tests, or surveys to guide design strategies, solutions, and validate your solutions.
- Experience with concepting, ideation, and iterative prototyping



- Experience leading, mentoring, and coaching other designers and/or researchers in a multidisciplinary team environment, juggling multiple projects in different stages and complexity levels.
- Experience building and leading teams for client projects.

Competencies:

- Ability to work within a self-directed culture and navigate ambiguity
- High comfort level in working within a distributed team
- Experience using Asana and managing folders and files in Google Suite.
- Familiarity with Notion and Slack
- Comfortable with Zoom for meetings
- Previous experience as a Design Lead on a remote, globally distributed team is preferable
- Fluency in English
- A reliable and stable internet connection for remote work and an ability to host voice/video calls with the team and clients during business hours.
- Empathy and curiosity for how great brands, businesses, and organizations navigate innovation.
- Openness to feedback and critique from other disciplines and curiosity to learn from a spectrum of perspectives.
- Clear and open team communication

5. COMPENSATION: DOE (Depending on Experience)

Your salary will be discussed in more detail during the interview process; however, compensations are adjusted to cost of living adjustments that match inflation rates of the country, according to FFI policy.

As FFI we are dedicated to creating an inclusive space for all our employees and extending this culture of inclusion into our work, since diversity, inclusion and equity are integral to our mission. We believe that our workforce should reflect the vast diversity of the communities we serve, and that diverse voices should be elevated and intentionally integrated into our work. We embrace difference and diversity of identity, experience, and thought, and actively strive for inclusive behaviors across our company and our work.

FFI positively evaluates an evolutionary improvement of environmental performance status and an integration of the economic and social aims in the way its employees operate.



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IMPACT

If interested, please [complete this initial intake form](#) and we will contact you. For further questions or information,

REACH OUT:

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