PURPOSE OF THE POSITION: Produce high quality field grown vegetables to the standards and expectations established by the breeding and research teams.

POSITION DESCRIPTION SUMMARY: The Research Station Farm Manager is responsible for all aspects of plant culture related to field growing of vegetable crops. The Farm Manager is also expected to oversee routine repair and maintenance of farm equipment and fertigation systems and to participate in the seasonal crop planning process.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Crop Management
- Execute field grown research & breeding programs to the expectations of the breeding and research staff
- Develop crop specific fertilizer and irrigation protocols that maximize the potential of the breeding programs
- Work alone and with others to insure that crop protocols and crop management procedures are followed
- Apply labeled pesticides to control weeds, insect pests, and diseases.
- Measure and monitor key performance metrics related to both the quality and productivity of crop programs
- Oversee and perform routine farm and field equipment maintenance and repair

Planning and Strategy
- Conduct periodic crop reviews with members of the research and breeding teams to assess success of programs
- Forecast weekly labor needs and work with others to achieve desired outcomes in an efficient and productive manner
- Assist in the development of annual operating budgets and capital investment plans
- Conduct periodic crop walks with the Station Manager to review crop progress and develop plans to address any variances or opportunities
- Prepare monthly written progress reports for the Station Manager
- Assist in the seasonal development of farm layout and planting plans

Station and Organizational Development and Improvement
- Actively support the station Illness and Injury Prevention Plan – assist in periodic safety training
- Promote a culture of continuous improvement
- Participate in weekly staff meetings to share progress and discuss opportunities for improvement
- Work with others to provide training and development opportunities for all staff members
- Participate in periodic seminars and educational opportunities to insure that protocols and crop recipes are up to date
- Work with the Station Manager to develop and implement station and regional improvement initiatives
- Cross train with Greenhouse Manager and assist as needed
- Perform other duties as assigned by the Station Manager

Supervisory Responsibilities
Supervise up to 20 contract laborers as needed.
Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

**Strategic Planning and Analysis** – Problem solving and analytic skills, coupled with the ability to envision future outcomes and deliver solutions for managing variances.

**Technical Skills** – Operation and maintenance of farm tractors and implements, irrigation systems, fertilizer injection systems, sprayers, and other farm equipment. Must have a working knowledge of common weeds, pests, and diseases as well as the pesticides and/or other control measures used to manage them. Must be able to accurately and safely apply agrichemicals to label specifications. Must possess a pesticide applicators license, or have the ability to obtain one. Should have experience with MS Word and Excel as well as common software used to manage irrigation and fertilizer application schedules.

**Interpersonal Skills** – Excellent communication and interpersonal skills with the ability to listen effectively, respond appropriately, and maintain a mutual comfort level, while relating to a diverse workforce. Must be able to effectively supervise work crews, and achieve quality and productivity goals working with and through others. Must be able to communicate accurately and constructively with individuals at all levels, and in all functional areas of the organization.

**Teamwork** – Team player with a positive attitude. Ability to facilitate teamwork among colleagues, as well as with the contracted labor force. Ability to supervise several different crews, each with separate duties.

**Judgment** – Exhibit sound and accurate judgment. Accountable for decisions made within the scope of responsibility, with the focus on meeting established short term and long term goals and objectives. Ability to perform essential duties without direct supervision.

**Professionalism** – Highly self-motivated individual, possessing strong organizational skills. Results oriented. Deadline focused and motivated. Possess a high amount of integrity.

**Adaptability** – Able to deal with frequent change, delays, or unexpected events. Ability to adapt plans quickly and effectively, to meet the demands of a complex growing schedule. Ability to work in greenhouses and outdoors, often in adverse weather conditions.

**Attendance/Punctuality** – Must have a strong work ethic that ensures work responsibilities are completed in a timely manner.

**Dependability** – Must take responsibility for completing tasks in a timely manner.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience**

BS in Agriculture or related field.
1 to 5 years experience farming vegetables.
1 to 5 years experience in irrigation techniques and planning.
1 to 5 years experience with crew supervision.
5 years experience operating farm equipment, including tractors.
Pesticide Applicator’s License, or the ability to obtain license.
Valid Driver’s License required.
JOB DESCRIPTION

HM.CLAUSE

HR VALIDATION: Catherine Buster 6/14/2011

MANAGEMENT VALIDATION: Name of VP DIVISION & date

Miscellaneous:

- Reports to: Research Station Manager
- Supervisory responsibilities: Seasonal/Contract Labor
- Status: Exempt
- Internal relations: All employees of HM.Clause
- External relations: Regulatory agencies, contract labor, vendors
- Other indicators:

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands and fingers, handle or feel objects, and talk or hear. The employee is frequently required to stand; walk and reach with hands and arms. The employee is occasionally required to balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee will be driving cars, trucks, tractors, forklifts, or other equipment. This position will be exposed to outdoor weather and greenhouse conditions. The employee may need to walk on uneven ground, work near equipment or machinery, and may be exposed to vibration or constant movement. The noise level that is typical of this work environment is loud.