RESEARCH COORDINATOR for FARM OPERATIONS

Position: The non-classified, 100% appointed staff position is responsible for the personnel management, resource management, policies and regulations, production and administration of the University of Arkansas System Division of Agriculture Animal Science Research Farms including the Savoy Unit (Swine, Stocker, and Cow/Calf Unit), Physiology Farm, and North Farm.

Required Qualifications: B.S. degree in agriculture or related field plus three years of relevant professional experience, including one year in a supervisory or managerial capacity.

Preferred Qualifications: M.S. or Ph.D. degree in agriculture or related plus five-years’ experience managing personnel and facilities; experience development/reporting of a Comprehensive Nutrient Management Plan involving both dry (poultry) and wet (swine) animal waste.

Responsibilities: Major responsibilities include: 1) Personnel: Recruiting, hiring, and training of qualified people to fill needs of research and farm operations. In combination with research faculty and Department Head, supervise, manage, and evaluate the overall performance of all personnel employed at the Savoy Unit. 2) Resource Management: Work closely with designated faculty and the Department Head to develop separate operating budgets for each of the research subunits (Swine, Cow-Calf, and Stocker). Manage the acquisition and maintenance of necessary equipment (tractors, manure spreading, haying, trailers, etc.), supplies, and animal/pasture inputs including fertilizer, seed, and pesticides for the operation of the farm. Manage labor and equipment to maintain a desirable appearance (mowing) for the Unit. Must be aware and comply with all state and University purchasing and labor rules. Insure proper stewardship of lands and equipment. Routine oversight of management, feeding, and health care of the research swine and cattle herds. 3) Policies and Regulations: Must be informed and educated of University of Arkansas and Division of Agriculture policies. Be aware of safety and environmental regulations, specifically Nutrient Management Planning, related to the operation of the farm. 4) Production: Research – In combination with research faculty at each subunit and the Department Head, supervise employees that oversee the implementation of research experimental protocols, collection of research data, and maintenance of extensive research records. Must ensure that the necessary personnel, equipment, facilities, and supplies are available for research scientists. 5) Administration: Work closely with the University of Arkansas Division of Agriculture Department of Animal Science
faculty and Head to keep farm operations directed toward overall missions of the University of Arkansas Division of Agriculture. This position must coordinate equipment and animal (cattle and swine) usage at the North Farm with that farm’s director to encourage efficiency and minimize redundancy. This position is supervised by the Department Head.

**Salary and Benefits:** Salary will depend upon qualifications and will be competitive. Benefits available include group medical insurance, dental insurance, group and individual life insurance, long-term disability insurance, workers' compensation, non-contributory retirement (UofA makes all contributions), voluntary retirement programs, sick leave, annual leave, paid holidays and administrative leave days, unemployment compensation, educational waivers, and use of University services.

**Application Deadline:** Review of applications will begin on April 21, 2020 and will continue until a qualified candidate is identified.

**Application:** Applicants should submit: 1) a letter of application, 2) a resume, and 3) names and contact information (including e-mail addresses) of three individuals who will serve as references to: [https://jobs.uark.edu/postings/40745](https://jobs.uark.edu/postings/40745)

Address inquiries to the search committee chair, Dr. Dirk Philipp; dphilipp@uark.edu; or Jamie Newberry, Departmental Administrative Manager, jstarks@uark.edu or 479-856-9339.

The Fayetteville campus of the University of Arkansas is seeking candidates who have the ability to contribute in meaningful ways to the diversity and intercultural goals of the University.