

Academic Coordinator I

Climate Smart Agriculture – UC Merced

Position Overview

The University of California, Agriculture and Natural Resources (UC ANR) is seeking the following UC Academic Coordinator.

Location Headquarters. UC Merced, 5200 N. Lake Rd. Merced CA 95343

Purpose. The Academic Coordinator (AC) will support program leadership of the project titled “Multifaceted Pathways to Climate Smart Agriculture through participator program development and delivery”, funded by the NIFA-USDA. The AC will serve as a point of contact and will facilitate, implement and communicate critical needs of diverse stakeholder groups including socially disadvantaged, small-scale, beginning and underserved agricultural stakeholders, large-scale farmers and ranchers, and technical service providers. The AC will work with stakeholders across the state and implement project programming through workshops and trainings, as well as by developing outreach materials such as curriculum and factsheets.. The AC will also assist program leadership in delivering and facilitating climate smart agriculture education for students. Depending on the project priorities, the AC will be expected to be flexible and assist project investigators in other components of the project as well.

Major Duties and Responsibilities

Programmatic competence includes:

- Provide expertise in adult learning and extension education methods to coordinate and facilitate workshops and trainings, problem resolution, and administration of programs and activities related to the climate smart agriculture project
- Prepare high quality written materials including curriculum, factsheets, program and project impact statements, blog posts, progress reports, briefings, executive summaries, and brochures, quarterly newsletters, and posters and presentations
- Evaluate project related extension presentations and workshops, analyze results, and prepare periodic project impact reports
- Engage with stakeholders to identify critical needs
- Build relationships and leverage resources with key partners to enhance activities related to climate smart agriculture. These partners can include the stakeholders mentioned above, as well as state and federal agencies, campus-based academics, researchers, and Cooperative Extension academics

Statewide Responsibility. This position will be headquartered in UC Merced with the statewide responsibilities. This position will require some traveling to project workshops and meetings throughout the state.

Reporting Relationship: The Academic Coordinator is administratively responsible to the UC ANR Cooperative Extension Specialist based at UC Merced and Principal Investigator of this project.

Qualifications and Skills Required

EDUCATION AND EXPERIENCE

Required Qualifications

Education: A minimum of a Master’s degree in the agricultural, environmental, or social sciences, with coursework or experience relevant to agricultural extension and sustainable agriculture is required at the time of appointment.

Additional Requirements

- A strong background in extension education methods and public scientific communication.
- Desire to learn about California agricultural and basic climate smart agriculture fundamentals
- Valid driver license required to fulfill job duties
- Expectation to be available to work onsite
- Willing to actively promote diversity, equity and inclusion
- Ability to prepare and deliver communications to policy makers, funders, and other external stakeholders.

Desired Experience

- Ability to secure and manage extramural funding.
- Prior experience working in an agricultural setting or working directly with farmers and ranchers.
- Experience communicating technical information to culturally diverse audiences.
- Experience in building partnerships and working with multidisciplinary teams.
- Demonstrated ability to effectively plan projects, manage teams and assist in implementing an outreach program, including setting measurable goals and objectives.

Skills Required: To be successful, Academic Coordinators require skills in the following:

Technical Competence and Impact

The candidate should have sufficient agriculture and climate knowledge to synthesize and communicate key concepts drawn from different disciplines and be able to facilitate a program that leads to positive changes and impact within the community and beyond.

Demonstrated ability to prepare, deliver, and evaluate educational materials and extension programming.

Communication

Demonstrated excellence in written, oral, and interpersonal and social media communication skills. Public speaking to diverse stakeholders is a routine part of this position.

Demonstrated ability to share complex information in a manner tailored to the audience.

Collaboration, Teamwork and Flexibility

Demonstrated ability to work collaboratively as a team member with industry and other stakeholders. Able to adapt as circumstances warranted.

Aware and willing to actively promote diversity, equity, and inclusion.

Lifelong Learning

Demonstrated commitment to ongoing self-improvement - both professionally and as a person. Ability to shift program focus as times and organizational needs change.

Learn more about Skills and Areas of Programmatic Review (including Professional Competence, University and Public Service and Affirmative Action and DEI) at: https://ucanr.edu/sites/Professional_Development/files/355229.pdf

About UC ANR

The University of California, Division of Agriculture and Natural Resources (UC ANR) consists of a network of scientists and educators working in partnership across California. We are committed to developing and supporting practical, science-based solutions that contribute to healthy food systems, healthy environments, healthy communities, and healthy Californians. . UC ANR administers Statewide Programs and Initiatives (SWP/I's) that focus research and extension on solving priority problems that engage ANR academics and UC faculty in integrated teams to work on complex issues requiring trans-disciplinary approaches; as well as UC Cooperative Extension (UCCE), which is responsible for program development and delivery in counties throughout the state.

Learn more about

- UC ANR at <https://UCANR.edu>
- UC Merced <https://www.ucmerced.edu/>
- Our Strategic Initiatives <http://ucanr.edu/sites/StrategicInitiatives/>
- Our Public Value statements at https://ucanr.edu/sites/anrstaff/Divisionwide_Planning/UC_ANR_Public_Values/
- DEI: Further to the above, academics are expected to share and exhibit UC ANR's commitment to Diversity, Equity and Inclusion [https://ucanr.edu/sites/Professional_Development/Office - Team Management/Diversity Equity Inclusion Belonging/](https://ucanr.edu/sites/Professional_Development/Office_-_Team_Management/Diversity_Equity_Inclusion_Belonging/)
- Affirmative Action: Further to the above, academics are expected to share and exhibit UC ANR's commitment to affirmative action. Learn more of UC ANR Affirmative Action policy: http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/
- The University of California Agriculture and Natural Resources is committed to attracting and retaining a diverse workforce and will honor your experiences, perspectives and unique identity. We encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ+ community members, and others who demonstrate the ability to help us create and maintain working and learning environments that are inclusive, equitable and welcoming.

Salary & Benefits

The beginning salary will be in the Academic Coordinator I series. For information regarding the Academic Coordinator series salary scales, please refer to: <https://www.ucop.edu/academic-personnel-programs/files/2022-23/july-2022-salary-scales/t36-i.pdf>

This is a definite term appointment. This position is funded for 2 years, with the possibility of renewal based on performance and availability of funding. The performance in this position will be evaluated annually. The merit cycle for this position will be evaluated every two (2) years.

Benefits: The University of California offers comprehensive benefits including health insurance, retirement plans, two days per month paid vacation, one day per month paid sick leave, and approximately thirteen paid holidays per year. For more information, refer to the UC Benefits website at: <https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

How to Apply

If interested in this position, please visit: <https://recruit.ucanr.edu/> and choose “applicants” (refer to position #22-65)

Closing Date: To assure full consideration, application packets must be received by **September 23, 2022–** (open until filled)

Questions?

Contact Tatiana Avoce for questions or further information at tavoce@ucanr.edu

Applicants may wish to explore the UC Davis Services for International Students and Scholars web page at <https://siss.ucdavis.edu> and the [UC ANR Green Card Sponsorship Guidelines & FAQ's](#) for reference.

University of California Cooperative Extension

As a condition of employment, you will be required to comply with the University of California [SARS-CoV-2 \(COVID-19\) Vaccination Program Policy](#). All Covered Individuals under the policy must provide proof of Full Vaccination or, if applicable, submit a request for Exception (based on Medical Exemption, Disability, and/or Religious Objection) or Deferral (based on pregnancy) no later than the applicable deadline. New University of California employees should refer to Appendix F, Section II.C. of the policy for applicable deadlines. (Capitalized terms in this paragraph are defined in the policy.) Federal, state, or local public health directives may impose additional requirements.

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status or other protected categories covered by the UC nondiscrimination policy.

As of January 1, 2014, ANR is a smoke- and tobacco-free environment in which smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes), is strictly prohibited.