

# Agricultural Equipment Lending Coordinator

## Academic Coordinator I

### Local Farm and Food Innovation (F3)

#### Position Overview

**Location Headquarters:** Kearney Agricultural Research and Extension Center (KARE), Parlier, CA

The University of California, Agriculture and Natural Resources (UC ANR) offers a unique recruitment opportunity for an **Agricultural Equipment Lending Coordinator (Academic Coordinator I)**. UC ANR operates a statewide network of researchers, educators and support staff dedicated to the development and application of knowledge to address local agricultural, environmental and community health issues. Research, outreach and education from locally based Cooperative Extension offices serves all 58 counties from 70+ locations throughout the state. Our mission is to bring the University of California directly to Californians through research, extension and education programs that support:

- Sustainable, safe, and nutritious food production and delivery
- Economic success in a global economy
- A sustainable, healthy, and productive environment
- Science literacy and youth development

By working and living among those we serve, UC ANR expands the University of California's reach to engage all people and communities in California, ensuring equal access to the UC system.

#### Purpose:

The Agricultural Equipment Lending Coordinator (Academic Coordinator I) is at the forefront of an innovative initiative designed to support small-scale farmers across a five-county area in California's Central Valley. This role is a cornerstone of the Local Farm and Food Innovation (F3Local.org) Initiative, aiming to bolster the economic resilience, productivity, and sustainability of small farms through the implementation of an equipment lending program. The coordinator's mission is to ensure small-scale farmers have access to vital agricultural tools and technology, thereby driving positive changes in the region's food systems and enhancing awareness of the significance and effects of tool lending libraries for small farms within California's policy landscape.

The Coordinator will play a pivotal role in developing and managing the lending program. This position is designed to facilitate the successful implementation of the program by coordinating equipment purchases, establishing procedures and policies, developing educational material and overseeing training and ensuring safety and compliance.

The position is not just about managing logistics and operations; it embodies a commitment to engaging directly with the farming community to identify and respond to their needs through grassroots, bottom-up approach and fostering productive partnerships with farmers and allied organizations. The Coordinator will stay abreast with new technology and agricultural innovations, from automation to machine learning, and integrate these advancements into the lending program to meet the evolving demands of small-scale agriculture, as appropriate.

The Coordinator will not only address immediate needs but also about laying the groundwork for a scalable model that can extend its benefits more broadly. The Coordinator will explore sustainable avenues for growth, engage in knowledge exchange with similar initiatives, and contribute to the establishment of best practices in equipment lending for small farms.

The ideal candidate will bring a deep understanding of production systems, agricultural science, crop management, agricultural business, or engineering, complemented by a genuine dedication to supporting marginalized and disadvantaged farming communities. The Coordinator will supervise an agricultural technician who will be providing training, transport support and equipment maintenance.

Through strategic leadership and a passion for sustainable agricultural development, the Agricultural Equipment Lending Coordinator will play a key role in shaping a more equitable and productive future for small farmers in the Central Valley.

## Major Duties and Responsibilities:

The Agricultural Equipment Lending Coordinator will:

### **Program Development, Implementation, and Management:**

- Take the lead role in the conceptualization, development, and implementation of the agricultural equipment lending program, tailoring it to the specific needs of small-scale farmers in the Central Valley.
- Develop and implement processes and protocols for efficient and safe equipment lending management.
- Identify and acquire a range of agricultural equipment and technology that meets the diverse needs of small-scale farmers.
- Oversee maintenance, repair and upgrading of equipment to ensure it remains in optimal working condition.
- Establish and manage lending program operations, including scheduling equipment loans, communicating with farmers, transportation, and training.
- Conduct ongoing needs assessments on farmer requirements for tools, equipment, and technology.
- Report metrics on equipment usage, farmer feedback, best practices and lessons learned.
- Manage the program's budget and financial resources efficiently.
- Explore sustainable expansion of the program to include additional equipment and service areas.

### **Training and Education**

- Develop and conduct training programs for farmers on the safe and effective use of the equipment.
- Create educational materials and resources to guide farmers on best practices for use of the equipment and other farming practices as needed.

### **Training, legal and Safety Compliance**

- Stay informed of legal, liability, and safety compliance for equipment including waivers and OSHA training for staff.
- Develop standard operating procedures for equipment use safety, cleaning, and storage and training on these topics.
- Coordinate training for farmers to enhance small farm viability through adapting tools, technology, and equipment to address challenges in their production systems.
- Coordinate training for UCCE staff and partner organizations on proper use of tools/equipment and safety.

### **Collaborations and Partnership**

- Collaborate with UC ANR academics, farmers, agricultural organizations, and partner organizations in the Small Farms Technology Innovation Alliance to identify technology needs and opportunities for small farms.
- Collaborate with similar initiatives to share knowledge and experiences.

### **Supervision**

- Supervise Agricultural Technician providing maintenance for equipment and assisting with transportation and scheduling.

**Counties of Responsibility:** This position will be headquartered at the Kearney Agricultural Research and Extension Center, Parlier and will cover the following counties: Fresno, Madera, Tulare, Kings, Merced.

**Reporting Relationship:** The Agricultural Equipment Lending Coordinator is administratively responsible to the Regional Director for Local Farm and Food Innovation.

### **Qualifications and Skills Required**

**Education:** A minimum of a Master's degree in an appropriate field such as production systems, crop management, plant science, agricultural engineering, agricultural business, industrial technology, or a related field is required at the time of appointment.

#### **Minimum and Required Qualifications**

- Strong organizational and communication skills with proven ability to manage multiple tasks, prioritize effectively, and meet deadlines, as well as exceptional attention to details.
- Experience in program design, implementation, and management, preferably in an agricultural context.
- Demonstrated experience in planning, coordinating, and delivering training programs, particularly in the agricultural section and ability to assess the training needs of diverse audiences, including farmers, staff and partner organizations.
- Skilled at complex problem solving and competent with online tools for data collection, tracking and collaboration.
- This is not a remote position. The candidate must be available to be on-site. In accordance with UC ANR [Flexible Work Guidelines](#), flexible work agreements are available upon approval by supervisors and periodic re-evaluation.
- Ability and means to travel on a flexible schedule as needed, proof of liability and property damage insurance on vehicles used is required. Must possess a valid California Driver's License to drive a County or University vehicle.

#### **Preferred Qualifications**

- Demonstrated leadership and supervisory skills and the ability to work independently and as part of a team in a complex and fast-paced environment.
- Experience in equipment management and familiarity with the latest agricultural technologies and tools is beneficial to small-scale farming.
- Proven ability to work collaboratively and engage with farmers and community partners to understand their needs and challenges.
- Knowledge of safety compliance, legal regulations, and liability issues related to agricultural equipment.
- Experience in developing and implementing fundraising strategies to sustain and expand grant funded initiatives.
- Proficiency in one or more relevant languages in addition to English, such as Hmong and

- Spanish.
- Administration experience within a university, agency, or similar institutional environment

### **Technical Competence and Impact**

- Ability to provide equipment and technology training to farmers and educate on the proper use and safety of equipment and technology as needed.
- Collaboration with UCCE staff to identify new technologies and practices and develop training, seek out funding opportunities. and transfer knowledge.
- Ability to maintain a keen understanding of emerging tools, systems, and approaches that can enhance farm productivity and sustainability and promote the adoption of sustainable and efficient farming methods.

### **Communication**

- Demonstrated excellent written, oral, and interpersonal communication skills.
- Ability to communicate and coordinate effectively with diverse stakeholders.
- 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 university staff, partner organizations, industry, and other stakeholders.
- Able to adapt as circumstances warrant.
- Aware and willing to actively promote diversity, equity, and inclusion.
- Ability to shift program focus as times, organizational, and stakeholder needs change.

### **Lifelong Learning**

- Demonstrated commitment to ongoing self-improvement.
- Participate in professional organizations, agencies, non-governmental organizations and others by providing information and leadership
- Maintain a program of continuous self-improvement by participating in in-service training, seminars, workshops, work group & program team meetings, short courses, professional society meetings and other relevant opportunities.

**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](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 the state of California. We are committed to developing and supporting 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 ANR in counties: [https://ucanr.edu/sites/ucanr/County\\_Offices/](https://ucanr.edu/sites/ucanr/County_Offices/)
- F3 Local Farm and Food Innovation initiative overview: <https://drive.google.com/file/d/1HORZJnhejiSn8a9CXPSUULiE5D5RN4lf/view?usp=sharing>
- Our Strategic Initiatives <http://ucanr.edu/sites/StrategicInitiatives/>
- Our Public Value statements at [https://ucanr.edu/sites/anrstaff/Divisionwide\\_Planning/UC\\_ANR\\_Public\\_Values/](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/](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

**Salary:** The salary will be in the Academic Coordinator I series from Step 1 - \$59,727 up to Step 6 - \$74,634 annually of the Academic Coordinator I, Fiscal Year Salary Table. The step placement in this series is based on experience and professional qualifications. For information regarding the Academic Coordinator series salary scales, please refer to: <https://www.ucop.edu/academic-personnel-programs/files/2023-24/july-2023-acad-salary-scales/t36-i.pdf>

This appointment is a limited term appointment. The merit cycle is every two years. The performance in the position will be evaluated annually. The position may be extended based on the continued need for the position, performance and availability of funding.

**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 holidays. 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 #23-28)

**Closing Date:** To assure full consideration, application packets must be received by **April 8, 2024** (open until filled)

## Questions?

Contact Tatiana Avoce; email: [tavoce@ucanr.edu](mailto:tavoce@ucanr.edu)

"Please note that successful applicants are responsible for ensuring work authorization without need of

employer sponsorship for the duration of the appointment period.”

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*University of California Agriculture and Natural Resources*

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As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local government 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.