

Associate Director for Small Farms

Sustainable Agriculture Research & Education Program

Academic Coordinator III

Position Overview

The University of California, Agriculture and Natural Resources (UC ANR) offers a unique recruitment opportunity for an **Associate Director for Small Farms, University of California Sustainable Agriculture Research & Education Program (UC SAREP) Academic Coordinator III**. 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.

Location Headquarters: Davis, California

Purpose: The UC SAREP Associate Director for Small Farms is responsible for directorship of the UC ANR Small Farms Network and statewide coordination of small farms applied research and extension activities, with guidance from the UC SAREP Director. The Associate Director for Small Farms will work in coordination with other Associate Directors and program leaders within UC SAREP, a statewide program within UC ANR that builds networks between researchers and practitioners, strengthens local efforts by providing relevant data and data analysis, creates tools for farmers and local food system practitioners, and conducts original research on issues that cut across disciplines and work with stakeholders.

The UC ANR Small Farms Network is a program of UC SAREP that assists small-scale and diversified family farms to thrive economically through extension support, bilingual and culturally relevant training, applied research on small-acreage and emerging specialty crops, and policy engagement. UC ANR Small Farms Advisors and program staff based in several multi-county regions within California provide research-based extension support and technical assistance on a range of topics in crop production, regulatory compliance, marketing, and access to resources for environmental and economic resilience. The Small Farms Network has a historic and current focus on equity and inclusion for underserved and limited-resource farmers and serves as an information hub connecting diverse farming communities to the resources of the University of California.



Programmatic Responsibilities: The Associate Director for Small Farms will:

- Coordinate statewide efforts of a team of UC Cooperative Extension advisors, academic coordinators, and staff supporting small farms through extension, applied research, outreach, and technical assistance.
- Oversee large statewide contracts and grants supporting the Small Farms Network, including coordination and reporting of multi-county efforts, budget oversight, communication with funding agencies on progress, deliverables, and success stories, and evaluation of outcomes and impacts.
- Work with the UC SAREP Director to identify new funding opportunities to support outreach, technical assistance, extension, and applied research benefiting small farms in California, including preparation of grant applications, continuation of state agency contracts, and donor engagement.
- Oversee development of statewide training and technical assistance resources for small farms, collaborating closely with Small Farms Advisors, academic coordinators, and program managers as well as nonprofit partner organizations, public agencies, and other stakeholders.
- Work with the UC SAREP Director and the Small Farms Program Manager to coordinate professional development activities for Small Farms Advisors, academic coordinators, and staff.
- Synthesize research-based information and needs assessments from county-based programs to communicate the impacts of the UC ANR Small Farms Network and challenges and opportunities for small farms at a state and national level through engagement with partner organizations, policy makers, state and federal agencies, and other stakeholders.
- Lead the coordination and preparation of co-authored peer-reviewed journal articles, conference presentations, policy papers, and technical memoranda presenting best practices and extension methods developed for small farms, needs and challenges of small farms, and research highlighting crops, production systems, economics, and policy impacts for small farms in California.

Leadership

- Regularly communicate and collaborate with UC Cooperative Extension Small Farms Advisors to assess clientele needs, coordinate collaborative grant proposals, and identify resources to support county-based small farms research and extension programs.
- Lead strategic planning and visioning efforts for the UC ANR Small Farms Network to identify new interdisciplinary collaborations and set research priorities to enhance the economic viability and environmental sustainability of small farms in California.
- Provide input on small farms clientele needs and work collaboratively with the UC SAREP Director and other Associate Directors for strategic planning, fundraising, and cross-program collaboration within UC SAREP.
- Supervise the Small Farms Program Manager and from three to five grant-funded Small Farms Academic Coordinator II positions focused on specific programs or disciplinary expertise.
- Coordinate efforts between the Small Farms Network and the Local Farm and Food Innovation (LFFI) program to enhance economic development efforts for small farms and food businesses and supervise the Local Food and Farm Innovation (LFFI) Small Farms Administrative Officer.
- Engage with the UC ANR Small Farms Workgroup, providing leadership and coordination where needed to the larger group of UC Cooperative Extension advisors with programs relevant to small farms.



- May serve as a secondary supervisor and contribute to merit and promotion reviews for advisors affiliated with the Small Farms Network, as appropriate following discussion with the advisor and UC SAREP Director.

Counties of Responsibility. This position is focused on work across the state and will coordinate activities across multiple counties and regions.

Reporting Relationship: The Associate Director for Small Farms serves under the administrative and programmatic guidance of the UC SAREP Director.

Qualifications and Skills Required

Required Qualifications

Education: A minimum of a Master's degree in a discipline of the agricultural sciences (such as horticulture, agronomy, plant science, agroecology, soil science, entomology, plant pathology, or weed science), environmental sciences, agricultural economics, or a closely related field relevant to small farm agricultural production, management, economic viability, or regulatory compliance is required at the time of appointment. A PhD or other advanced degrees are encouraged.

Additional Requirements

- Demonstrated experience in developing and leading successful extension programs, or demonstrated program leadership in a related field such as adult education or community development.
- Demonstrated professional accomplishment and subject matter expertise in an academic discipline addressing critical issues in agricultural production, economics, or policy relevant to small farms.
- Demonstrated commitment to listening to and prioritizing the education needs of diverse clientele, including socially disadvantaged and underserved communities of farmers and ranchers.
- Proven track record of fundraising through extramural funding and/or development opportunities.
- Success in building, supporting, and leading diverse teams in an inclusive environment.
- Evidence of ability to effectively manage projects, including setting clear, measurable goals and objectives.
- Strategic planning and visioning skills to determine new directions for program activities, funding sources, and interdisciplinary collaborations.
- Administrative experience including managing contract and grant budgets, reporting and evaluation, and understanding and following institutional policies.
- Experience supervising staff, students, or volunteers including performance management, conflict resolution, and team building skills.
- Strong commitment to diversity, equity and inclusion both for UC ANR employees and for clientele served by UC ANR programs.
- Ability and means to travel on a flexible schedule as needed; proof of liability and property damage insurance on vehicle used is required. Must possess valid California Driver's License to drive a County or University vehicle.
- This is not a remote position. The candidate must be available to work onsite. In accordance with UC ANR [Flexible Work Guidelines](#), flexible work agreements are available upon approval by supervisors and periodic re-evaluation.

Desired Experience

- Experience of working across multiple disciplines in whole systems approaches that consider multiple elements of agricultural and food systems as complex coupled human and natural systems.
- Proven track record in applied, stakeholder-driven research.

- Familiarity with local, state, and federal policies and agencies relevant to small farms.
- Strong diplomatic skills to engage in dialogue and creative problem-solving with diverse groups of stakeholders and partners.
- Awareness of inclusive educational and outreach methods relevant to the diversity of small-scale farming communities in California.

Skills Required

To be successful Academic Coordinators require skills in the following:

Technical Competence and Impact

The candidate should understand key concepts related to agricultural production, extension education, and environmental, social, and economic sustainability in farming and food systems and be able to design and assess outreach and education programs that lead to positive changes and impact within the community and beyond.

Communication

Demonstrated excellence in written, oral, interpersonal, and virtual communication skills. Ability to communicate effectively with diverse stakeholders and to share complex information in a manner tailored to the audience. Public speaking to stakeholders is a routine part of this position, including communications to policy makers, funders, and other external stakeholders. The candidate should be well-versed with technological communication.

Collaboration, Teamwork and Flexibility

Demonstrated ability to work collaboratively as a team member with others in a shared leadership model. Ability to facilitate communication and coordination among multiple team members and related programs. Able to adapt programs and activities as stakeholder, program, and organizational needs change.

Lifelong Learning

Demonstrated commitment to ongoing professional improvement.

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 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 SAREP <https://sarep.ucdavis.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

Salary: The beginning salary will be in the Academic Coordinator III series and commensurate with applicable experience and professional qualifications. The step placement in this series is based on experience. 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-iii.pdf>

The academic coordinator position is a three-year renewable term appointment. Performance in this position is evaluated annually with merit actions being evaluated every three years. Upon completion of a successful review, you may be reappointed for another definite term. Our intention with this definite term appointment is to reappoint based on positive performance reviews, the continuing need for the position, and funding availability.

Internal UC ANR candidates are encouraged to apply. Current CE Advisors and CE Specialists may apply and hold their current position or move to an AC III with an underlying 0% CE Advisor/CE Specialist title, assuming they have indefinite status.

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 paid holidays. For more information, refer to the UC Benefits website at: <http://ucnet.universityofcalifornia.edu/>

How to Apply

If interested in this position, please visit: <https://recruit.ucanr.edu/> and choose “applicants” (refer to position #24-01)

Closing Date: To assure full consideration, application packets must be received by **May 13, 2024** (open until filled).

Questions?

Contact Tatiana Avoce; email: tavoce@ucanr.edu

Applicants may wish to explore the UC Davis Services for International Students and Scholars web page at <https://siss.ucdavis.edu/> as a resource.

University of California Cooperative Extension

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.