

Irrigation and Nutrient Management Education Program Coordinator Academic Coordinator II

Position Overview

Location Headquarters: UCCE Monterey or Santa Clara County

The University of California, Agriculture and Natural Resources (UC ANR) offers a unique recruitment opportunity for an **Irrigation and Nutrient Management Education Program Coordinator, Academic Coordinator II**. UC ANR coordinates a statewide network of researchers and educators in partnership with Counties that are dedicated to the development and application of knowledge to address local agricultural, environmental, youth, and health issues. Over 200 UC ANR UCCE academics conduct research, outreach and education from locally based Cooperative Extension offices in over 70 locations. 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 Irrigation and Nutrient Management Education Program Coordinator is responsible for coordinating, developing, and delivering educational programs on irrigation and nutrient management for growers, irrigators, and farm workers in the Central Coast region of California. This position provides objective information about irrigation and nutrient management and promotes sound decision making to reduce nutrient leaching and runoff. This position serves as the Irrigation and Nutrient Management Education Program Coordinator in the Central Coast region of California interacting with regional regulators, outreach and service providers including but not limited to Regional Water Quality Control Board, Water Quality Coalitions, RCDs, and growers, irrigators, and farm workers. The Coordinator assists the Central Coast farming community with their educational and technical assistance needs related to irrigation and nutrient management. In addition, the Coordinator supports train-the-trainer needs of individuals who must train field workers and irrigators.

Major Duties and Responsibilities:

The Academic Coordinator will:

- Coordinate UCCE one-on-one technical assistance to farmers on the Central Coast to evaluate irrigation system efficiency and provide diagnostics, reports and recommendations to growers.

- Coordinate outreach and educational efforts such as field days, extension workshops, tailgate meetings, demonstration sites, social media, webinars, and video recordings.
- Prepare English/Spanish webinar training curriculum and training materials for annual irrigation and nutrient management workshops.
- Prepare in-person training curriculum and training materials for annual irrigation and nutrient management workshops offered in Mandarin.
- Prepare in-person training curriculum and training materials for annual Crop Manage workshops.
- Prepare and translate electronic newsletters on irrigation and nutrient management topics into Spanish and coordinate translation into Mandarin.
- Develop and translate educational factsheets on irrigation and nutrient management into Spanish and coordinate translation into Mandarin.
- Work with project team and lead efforts to develop an irrigation and nutrient management resources website.
- Prepare high quality written and attractive materials including: proposals and grant reports; program and project impact statements; blog posts, reports, briefings, executive summaries, and brochures; and posters and presentations.
- Measure and evaluate outreach outcomes and impacts.
- Maintain documentation of outreach activities including agendas, minutes, reports, and other documents.

Counties of Responsibility: This position will be headquartered at UCCE Monterey or Santa Clara County.

Reporting Relationship: The Academic Coordinator will serve under the administrative and programmatic guidance of the UCCE Santa Clara County Small Farms & Specialty Crops Advisor with additional programmatic guidance provided by the UCCE Monterey County Irrigation and Water Resource Advisor.

Qualifications and Skills Required

Required Qualifications

Education: A minimum of a Master's degree in an appropriate field related to irrigation and nutrient management is required at the time of appointment.

Additional Requirements

- Proficient bilingual communication/translation abilities in English and Spanish, both spoken and written communications.
- In-depth knowledge of state and regional irrigation and water quality regulations including ILRP and SGMA.
- Ability to communicate and extend technical information to audiences with widely varying levels of literacy and language limitations, using audience-appropriate techniques.
- Ability to work with people with disparate views and values, to motivate people, and adapt to changing situations.
- Literacy in online communications and with software to support extension education programs.
- Ability to secure extramural funds to support the program.
- Ability to travel within the region and state and at times outside of normal business hours.
- Strong background in outreach and education.

- 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.
- 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.

Desired Experience

- Previous Extension experience in clientele engagement and outreach activities
- Passion and desire to pursue a career in Cooperative Extension
- Experience in building partnerships and with multidisciplinary teams
- Demonstrated ability to effectively plan, manage resources and implement 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 and be able to demonstrate a deep understanding of irrigation and nutrient management in order to design and implement a program that leads to positive changes and impact within the region.
- Maintain and promote UC ANR's credibility by providing science-based knowledge and skills independent of personal or parochial interests.
- Represent UC ANR locally in a professional manner.
- There is an expectation that academic coordinators evolve and grow across their career and respond to changes in the industry and by clientele.

Communication

- Demonstrated excellence in written, oral and interpersonal and information technology communication skills. Public speaking to stakeholders and other audiences is a routine part of this position.
- Demonstrated ability to share complex information in a manner tailored to the audience.
- Target engagement and communication to key audiences in forms most useful to them and effectively use online and in-person communication methods.
- Disseminate project activities, outcomes and impacts including written materials, web pages, newsletters, press releases and social media.

Collaboration, Teamwork and Flexibility

- Model and support effective team work and remain open to exploring new ideas and innovative solutions.
- Help create and maintain a diverse network of project partners including academics, governments, and community partners to facilitate collaboration.
- Foster inclusion by recognizing and valuing diverse perspectives, skills, experiences, and work.
- Be an effective listener and communicator, take responsibility for actions, motivate others, keep commitments and cultivate support for the project partners.
- When applicable, contribute subject area expertise relevant to the project.

Lifelong Learning

- Demonstrated commitment to ongoing self-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 in counties: https://ucanr.edu/sites/ucanr/County_Offices/
- 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 salary will be in the Academic Coordinator II series from Step 1- \$78,342 up to Step 2 - \$82,178 annually of the Academic Coordinator II, 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-ii.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 will be extended based on the continued need for the position, performance and availability of funding. The Academic Coordinator, with support from the UCCE Santa Clara

County Small Farm & Specialty Crops Advisor and the UCCE Monterey County Irrigation and Water Resource Advisor, will be expected to obtain external funding to maintain the 100% appointment starting in FY 2025/2026.

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 #23-14)

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

Questions?

Contact Mikyla Perez; email mikperez@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.”

University of California Agriculture and Natural Resources

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.