Position Overview

**Location Headquarters:** Kearney Research and Extension Center, Parlier, CA and West Side Research and Extension Center, Five Points, CA

**Purpose:** The University of California Agriculture and Natural Resources (UC ANR) seeks a highly motivated individual to serve as a Director for our two Research and Extension Centers (KREC in Parlier and WSREC in Five Points, CA).

The successful Director will promote and support long-term success of these two centers by 1) providing leadership for planning, administrative supervision, and setting priorities for the centers; 2) establishing working relationships with research and extension personnel to support existing work at the centers; 3) developing new research partnerships to expand the number and scope of research and extension projects; and 4) acting as a liaison between the University of California and the San Joaquin Valley agricultural community. The Director will support both centers equally, to ensure joint success.

**Major Responsibilities:** Supporting both Centers equally, the Director will provide administrative leadership for the Centers, including development of plans and priorities for staff, facilities and budgets. As Director, the incumbent will oversee the budget, personnel, and facilities of the Centers, as well as support research and extension activities by the various scientists that utilize the Centers. The Director will strive to maximize the number of research and extension projects, expand funding and facilities, develop policies, increase the visibility of KREC and WSREC to commodity organizations; university, state and federal agencies; and the general public, and develop long-range plans for KREC and WSREC.

**Specific Aspects of Duties**

**The Director**

**Research Resourcing and Planning**

- Manages the Centers project proposal, review, and the Research Advisory Committee (RAC) process for approval of center research and outreach use; ensuring the appropriateness of proposed projects within the Centers' mission and the Centers’ capacity (land, labor, and facilities) to accomplish the work requested.
• Works with researchers at the Centers to determine needs and equitably allocates staff and resources for conducting applied research to test new technologies and practices.
• Administers and manages facility operations, and works closely with individual researchers who utilize the center for their research and education programs; resolving issues.
• Successfully secures resources and outside sources of support.

Facilities and Team
• Has overall supervisory responsibility for all 35+ career staff employees.
• Supervises and ensure the efficient and sustainable operation and maintenance of KREC and WSREC facilities to support research and outreach.
  This includes oversight of buildings, grounds, agricultural land, equipment, and infrastructure along with construction projects, environmental health and safety, and toxic waste management matters.
• Ensures facilities are equipped and administered in compliance with applicable federal, state, and local regulations, University, and UC ANR policies.
• Implements environmental health and safety programs as required by University policies and procedures, and federal, state, regional, and local laws and regulations to ensure a safe working environment.

Outreach and Public Relations
• Builds support locally and regionally for the Centers by increasing awareness of Center public value and engagement with local communities.
• Develops and maintains liaisons and ensures representation of the program to influencers, partners, stakeholders, outside agencies, and the public.
• Encourages collaborations among personnel from UC ANR, public sectors, private industry, and California State Universities.
• Develops and coordinate Center staff to support field days, tours, meetings, and other Center-based education and extension activities in cooperation with both on-site and visiting academics.

Leadership
• Provides leadership to ensure implementation of the UC ANR Strategic Vision that seeks to optimize opportunities for conducting outstanding research and extension programs that meet the needs of Californians.
• Provides vision and set a high standard for excellence by example; innovate and foster positive change; model and support a good team-working environment by following UC ANR Principles of Community; encourage new ideas and innovative changes; and provide active, ongoing advocacy and support for UC ANR programs.
• Plans, directs and controls program budget(s) and manages financial, HR, technical and other supporting resources.
• Provides leadership to maximize opportunities to bring together campus and county academics in research and extension teams. These teams will effectively compete for large, multidisciplinary, integrated grants that fully take advantage of the unique Kearney and West Side facilities.
• Represents UC ANR in various University-wide administrative groups and organizations; assessing changes that may be beneficial in meeting researcher needs including expansion of projects and activities.
• Provides leadership through a team approach engaging the Superintendents of Agriculture and Physical Plant, Office Manager, and Administrative Manager.
• Understands and uniformly apply UC administrative policies; provide useful and timely feedback; if necessary take timely disciplinary action within UC procedures; and work with staff in advance of deadlines for required records and reports.

Strategic Planning
• Provides leadership and long-range planning and development at KREC/WSREC.
Qualifications and Expectations

Required Qualifications

Education and Experience: A minimum of a Ph.D. degree in an agricultural discipline (horticulture, crop production, agronomy, water/soil science, entomology, plant pathology, engineering) is required.

- Extensive agricultural research experience is required
- Expert ability to work with dynamic and diverse group of faculty, staff and students.
- Strong experience with fundraising or building partnerships (between academia, industry and / or governmental agencies)
- Evidence of political astuteness through work with state agencies and government processes
- Demonstrated ability to work closely with faculty (including Agricultural Experiment Station and Cooperative Extension personnel), public agencies, industry representatives, grower cooperators, and the public in general is essential
- Supervisory skills to motivate, mentor, and develop staff. Ability to achieve goals through promoting collaboration and team building and working cooperatively. Proven conflict management experience
- Excellent written, oral and interpersonal communication skills. Ability to communicate with diverse clientele covering a range of agricultural commodity groups
- Experience and proven track record as an effective leader in the areas of budget and financial management, facilities planning and administration, and technology management
- Strategic planning, analytical, and program evaluation skills to effectively provide sound recommendations, continually examine systems

(Preferred)

- Experience in working on and/or managing a research and extension center or agricultural industry experience is highly desirable
- Cultural humility and skills to communicate effectively in a second language are desirable

Additional Requirements: A background investigation will be required for the successful candidate, including fingerprinting and a criminal history clearance by the Department of Justice and the Federal Bureau of Investigation. This position is subject to the requirements and compliance of the California’s Child Abuse and Neglect Reporting Act (CANRA). Employment within UC ANR is contingent upon securing written acknowledgement to comply with California law.

Additional Expectations: In addition to the expectations listed above, all UC ANR Academic Administrators appointees are also responsible for performance in the area of 1) professional competence and activity and 2) University and public service.

Professional Competence: All UC ANR CE academic administrators are required to demonstrate professional competence in their administrative areas. Professional competence includes participation in training activities to enhance professional development, such as administrative trainings, professional conferences, or workshops. Professional competence also includes activities that reflect professional standing within the administrative area, such as presenting at conferences or workshops or holding offices in peer groups.

University and Public Service: All UC ANR academic administrators are required to actively serve the University, as well as the public. University service may occur at the organization, regional, state, national, or international level. Examples of potential University service activities include serving on UC ANR or university committees, serving on Western Region or National Cooperative Extension committees, or advocacy efforts. Public service involves activities and events in which the incumbent uses their professional expertise to benefit groups or efforts outside the University. Examples may include serving on external boards or councils, participating in community events, and leadership of non-University collaborative groups.
Affirmative Action: An understanding of and commitment to UC ANR’s affirmative action goals and commitments is expected of all Directors. Further, UC ANR is committed to a culture of inclusion within the organization and across all programs.

Relationships: The KREC and West Side REC Director will be supervised by the UC ANR Vice Provost for Research and Extension.

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 California. We are committed to developing and supporting healthy food systems, healthy environments, healthy communities, and healthy Californians. UC ANR administers UC Cooperative Extension UCCE), which is responsible for program development and delivery in the counties throughout the state of California.

Learn more about
- UC ANR at ucanr.edu
- UC ANR Research and Extension System http://recs.ucanr.edu
- Our Strategic Initiatives ucanr.edu/sites/StrategicInitiatives
- Our Public Value statements at ucanr.edu/sites/anrstaff/2016-2020_Strategic_Plan/Goal_5_Prioritize_programs_and_services/Public_values_statement

Salary & Benefits
Salary: The beginning salary will be in the University of California Academic Administrator series and commensurate with applicable experience and professional qualifications. For information regarding UC Academic Administrator series scales, please refer to the University of California website:
https://www.ucop.edu/academic-personnel-programs/_files/1920/1920-adj-scales/t34.pdf

If the successful candidate is currently a UCCE academic with indefinite status, the candidate will be offered the position commensurate with applicable experience and professional qualifications with eligibility to retain a 0% appointment in the current CE academic title and the associated indefinite status within UC policy.

BENEFITS: The University of California offers comprehensive benefits including 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 UCnet website at: http://ucnet.universityofcalifornia.edu/compensation-and-benefits
For more information, refer to the UC Benefits website at: ucnets.universityofcalifornia.edu.

How to Apply
If interested in this position, please visit recruit.ucanr.edu and choose “applicants” (refer to position #21-06). Closing Date: To ensure full consideration, submit materials by May 22, 2021. Those received after May 22, 2021 may be considered if the position has not yet been filled. (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 siss.ucdavis.edu as a resource.

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, national origin, disability, age or protected veteran status.
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.