



California State University, Fresno

Jordan College of Agricultural Sciences and Technology

Institute for Food & Agri

Vacancy # 13444

Institute for Food and Agriculture Director (Administrator II)

Overview:

The Institute for Food and Agriculture (IFA) is an affiliate of the California Agricultural Technology Institute (CATI) in the Jordan College of Agricultural Sciences and Technology at California State University, Fresno. Formerly the Center for Agricultural Business, the center was expanded and re-named as the Institute for Food and Agriculture in 2014 in order to reflect the broad scope of the IFA program of work. Today the IFA provides pre- and post-award support for faculty and staff engaged in a wide range of agricultural research projects and coordinates agricultural technology development, training, and demonstration activities for industry. The IFA also provides support for faculty and students engaged in international research and learning experiences as well as facilitate visits from international scholars to the Jordan College.

Compensation:

Anticipated salary range (\$115,000 - \$120,000)

The salary is competitive and is negotiable depending on the strength of qualifications. This is a CSU Management Personnel Plan (MPP) position with an attractive benefits package which includes but is not limited to: a vacation accrual rate of 16 hours per month; 12+ paid holidays; excellent choice of medical, dental and vision insurance, long term disability coverage, life insurance; and retirement benefits.

Position Summary:

General Assignment:

The director serves in a full-time, twelve-month management position. Under the general supervision of the Dean of the Jordan College of Agricultural Sciences and Technology, the selected individual will work closely with faculty in the Departments of Agricultural Business, Food Science and Nutrition, and Animal Sciences and Agricultural Education to fulfill the Institute for Food and Agriculture's (IFA) mission. The director will also serve as a member of the California Agricultural Technology Institute (CATI) Center Directors team. Administrative and outreach responsibilities include:

1. Developing and maintaining IFA budgets and operational policies and procedures.
2. Integrating IFA operations and activities with other California Agricultural Technology Institute (CATI) Centers and with the Jordan College's academic programs, particularly the departments listed above.
3. Collaborating with all programs within the Jordan College and promoting collaborations with other institutions.
4. Representing IFA to external audiences and developing productive relationships with the agricultural community including industry, organizations and agencies.
5. Generating external support for IFA's research and outreach programs, as well as matching CATI funding for research and dissemination.
6. Working with faculty and staff to initiate and support IFA applied research and outreach programs.
7. Overseeing activities which include internally- and externally-funded research and outreach programs.
8. Selecting, supervising and evaluating staff, graduate fellows and undergraduate student assistants.
9. Working with a diverse group of faculty researchers.
10. Providing overall leadership and strategic management of IFA.

Qualifications:

Required Education, Experience, Skills, and Abilities:

- Master's degree in agricultural economics, food science, nutrition, animal science, or related disciplines.

- Five years of successful experience in managing and conducting applied research program(s) and demonstrated success in obtaining extramural funding and working with external constituencies.
- Success in the candidate's discipline is essential: it should be demonstrated by evidence of research and collaboration with industry groups, government agencies, as well as by a record of grantsmanship and with successful funding outcomes.
- Advanced knowledge of strategic planning, financial management, organizational and personnel management, and project management.
- Entrepreneurial ability to establish fruitful working relationships with industry and government on agricultural sector challenges.
- A history of regular attendance and positive performance evaluations.
- Able to:
 - Articulate and communicate research goals and to interact with university research professionals, as well as those in business and government.
 - Exercise leadership in a highly consultative environment.
 - Maintain effective working relationships with a culturally and ethnically diverse population, including faculty, staff, students and community members.

Preferred Specialized Skills

- An earned Doctorate in agricultural economics, food science, nutrition, animal science, or related disciplines.

Filing Deadline:

Applications received by March 23, 2018 will be reviewed for minimum qualifications and given full consideration by the hiring manager and/or search committee. Qualified applicants received after that date will be forwarded upon request to the hiring manager and/or search committee.

Application Procedures:

Individuals interested in being considered for this position should submit an on-line application and attach the following supporting documents: 1) resume, 2) letter of interest which includes a narrative detailing how the candidate fulfills each of the required and preferred items listed under Qualifications, and 3) names, email addresses and telephone numbers of three references who can provide current assessments of the candidate's qualifications for the position.

Pursuant to Executive Order 883, reasonable accommodation is to be provided upon request from an employee or applicant with disabilities, unless doing so would impose an undue hardship on the campus. What constitutes a reasonable accommodation is to be determined by the campus on a case-by-case basis after it has received the individual's request for accommodation and engaged in an interactive process. Employees or applicants requiring reasonable accommodation should contact Human Resources directly at (559) 278-2032.

How To Apply:

To apply for this or any open position at Fresno State visit our online employment site at: <http://jobs.csufresno.edu/>

Other Requirements:

Pursuant to the requirements of the Immigration Reform and Control Act of 1986, any offer of employment is contingent upon verification of individual's eligibility to be employed in the United States.

California State University, Fresno, in conjunction with the CSU policy, requires that the successful candidate complete a full background check (including a criminal records check) prior to assuming this position. Failure to satisfactorily complete or pass the background check may impact the job offer or continued employment of current CSU employees who apply for posted positions identified as sensitive.

California State University, Fresno annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Fresno State, and on public property within, or immediately adjacent to or accessible from the campus. The report also includes institutional policies concerning campus security, alcohol/drug use, crime prevention, reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting the Campus Police Department or by accessing the following web site:
<http://www.fresnostate.edu/adminserv/police/clery/index.html>

The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 Revised July 21, 2017 as a condition of employment. You can obtain a copy of this Executive order by accessing the following web site: <https://www.calstate.edu/eo/EO-1083-rev-7-21-17.html>

This position may be a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position may be required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

Fresno State is a tobacco-free, smoke-free and vapor-free campus.

Other Applicant Information:

Applicants will receive confirmation of receipt of their application materials via automatic email reply. In addition, qualified applicants will receive email notification at the conclusion of the recruitment process.

This is a full-time management position covered by the California State University Management Personnel Plan. Under this plan, employees are subject to management reviews and serve at the pleasure of the University President of that campus.

Equal Employment Opportunity:

California State University, Fresno is committed to maintaining and implementing employment policies and procedures in compliance with applicable state and federal equal employment opportunity laws and regulations. Executive Order 883 prohibits discrimination and Executive Order 927 prohibits harassment, on the basis of a protected status: race, color, religion, national origin, ancestry, age, sex (including gender identity, per HR 2004-12), sexual orientation, marital status, pregnancy, mental disability, physical disability, medical condition and covered veteran status. Retaliation against individuals for complaining about these proscribed conduct, opposing such conduct, or participating in an investigation or proceeding involving such conduct is prohibited by both executive orders.

Further, California State University, Fresno's statement of commitment to equal employment opportunity principles is also found in the various collective bargaining agreements.

General Information:

California State University, Fresno is one of 23 campuses in the California State University System. The University's mission is to offer high-quality educational opportunities to qualified students at the bachelor's and master's levels, and in certain applied disciplines, at the doctoral level. The current student enrollment is approximately 24,000, including a large percentage of students with diverse and culturally rich backgrounds. The University serves the San Joaquin Valley while maintaining deep involvement with the state, nation, and world. California State University, Fresno promotes student learning and community engagement through faculty scholarship and service learning opportunities in collaboration with community organizations, educational institutions, industry, business and government. The University was one of the first U.S. Colleges and Universities to be selected by The Carnegie Foundation for the Advancement of Teaching for its Community Engagement Classification.

Metropolitan Fresno, with a multi-ethnic population of over 600,000, is located in the heart of the San Joaquin Valley on the western edge of the Sierra Nevada Mountain Range. The campus is within driving distance of San Francisco, Los Angeles, Yosemite, Kings Canyon and Sequoia National Parks, the Monterey Peninsula, beaches, sailing, lakes, and numerous ski resorts. Fresno boasts one of the most reasonable housing markets in California and offers a wide array of locally grown fruits and produce.