The purpose of the farm coordinator occupation is to oversee farm operations such as plowing, planting, cultivating, harvesting & crop rotation & to assist personnel &/or residents engaged in farm work & equipment operation.

CLASS TITLE: Farm Coordinator

CLASS NUMBER: 53531

EFFECTIVE DATE: 03/26/1990

CLASS CONCEPT: The full performance level class works under general supervision & requires considerable knowledge of farming techniques & practices in order to coordinate farm activities, to ensure proper maintenance of farm land & farm buildings & to assist personnel & residents engaged in farm work & equipment operation.
CLASS TITLE: Farm Coordinator

EFFECTIVE DATE: 03/26/1990

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)
Coordinates various farm functions at Tiffin Developmental Center (e.g., oversees lease holder to insure proper maintenance of land &/or buildings subject to lease on farm property; takes annual soil samples & keeps records to insure proper crop rotation & fertilization to maintain soil productivity; cleans & maintains drainage ditches & banks; applies pesticides for brush & weed control; plans & maintains tree replacement program & tree farm; maintains garden plots for resident developmental programs) & assists personnel & residents involved in farm & field work.

Directs & assists in grounds upkeep & snow & ice removal; insures proper care & maintenance of equipment used (e.g., tractor, ditch mower, snow plow).

Provides higher-level management with reports concerning conditions & maintenance of leased &/or non-leased farm land & farm buildings.

MAJOR WORKER CHARACTERISTICS:
Knowledge of basic farming techniques & practices; fractions, decimals & percentages; supervisory principles/techniques*. Skill in operation & maintenance of farming tools &/or equipment. Ability to deal with problems involving several variables within familiar context; prepare & maintain concise & meaningful reports; demonstrate physical fitness.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:
Formal education in English & arithmetic that includes reading, writing & speaking English & fractions, decimals & percentages; 12 mos. trg. or 12 mos. exp. in basic agricultural farming.

-Or equivalent of Minimum Class Qualifications for Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:
Position responsible for crop spraying must obtain herbicide/pesticide applicator license as issued by Department of Agriculture within 1 yr. from date of hire.

UNUSUAL WORKING CONDITIONS:
May be required to work outdoors more than 50% of time; may use dangerous equipment.