

Position Description

Regenerative Agriculture Farm Instructor

APPLICATION PROCESS AND HIRING TIMELINE INFORMATION

To apply for this position, you should submit:

1. [KWU Employment Application](#),
2. Cover letter,
3. Resume/curriculum vitae,
4. Teaching Philosophy,
5. Three references, and
6. Salary desired.

Please email your application materials to hr@kwu.edu.

In your cover letter please pay special attention to matching your actual qualifications to the required qualifications listed in this Position Description. Make sure you reference the position title on the subject line of your email. No phone calls please.

The timeline for filling this job is:

- Applications will be taken until the position is filled.
- Interviews will begin when qualified applicants are identified and continue until a hiring decision is made.
- The job starts as soon as August 19, 2024.

KWU is an Equal Opportunity Employer and encourages diversity in employment. We will check references of past employers and personal references. We will acknowledge receipt of your application as soon as we receive it.

Administrative information

POSITION TITLE: Regenerative Agriculture Farm Instructor

POSITION'S MAJOR OFFICE: Office of the President

MAJOR OFFICE RESPONSIBILITIES: The purpose of the President's office is to identify and achieve the University's vision and goals, thus ensuring the University's long-term success and survival. Major responsibilities include 1) identifying and articulating the University's long and short-term vision and goals, 2) ensuring development of the strategic and tactical plans necessary for the University to achieve its vision and goals, 3) ensuring the identification and selection of the people needed to effectively and efficiently execute the strategic and tactical plans of the University, and 4) broadening and enhancing the resources and reputation of the University in order to ensure the University's continued success.

POSITION'S DEPARTMENT: Community Resilience Hub - CRH

POSITION'S DEPARTMENT RESPONSIBILITIES: The purpose of the Community Resilience Hub is to lead the continuing development of initiatives in the areas of Education, Action and Advocacy, creating and developing a place where change agents come together, engaging urgent social issues through education, individual and collective action to nurture local and global resilience.

POSITION'S DIRECT SUPERVISOR: Joe Hale Chair in Regenerative Agriculture

DATE POSITION LAST REVIEWED OR ANALYZED: July 2024. Revised by CRH Director, reviewed by the President and CEO, and Human Resources.

POSITION EMPLOYMENT STATUS: Full-time staff, exempt (teacher professional exemption), at-will.

Position Information

POSITION'S SUMMARY: The Regenerative Agriculture Farm Instructor will manage the full array of farmer training activities, in the field and the classroom. The goal of the Regenerative Agriculture Farm Instructor is to facilitate an educational farm learning environment and execute the practicums of the Rodale Institute Regenerative Organic Farming Curriculum at Kansas Wesleyan University, in partnership with Quail Creek Family Farms. This position requires a deep understanding of organic farming principles, practical experience in organic farming techniques, exceptional organizational skills, and excellent communication skills. This individual will manage the Farmer Training program from launch to graduation and assist with the Program assessment. They will also be responsible for designing, maintaining, and developing the educational farm field at Quail Creek Family Farm. This includes supporting the onboarding of students, and the execution of the program, including teaching and student assessment.

POSITION WORKS WITH: collaborators at Quail Creek Family Farms and the Rodale Institute, prospective students, KWU community, farmers, actual and potential donors.

POSITION'S STAFF AUTHORITY: None.

POSITION'S BUDGET AUTHORITY: None.

POSITION'S PHYSICAL WORKING CONDITIONS: indoor and outdoor work will be required.

POSITION'S UNUSUAL HAZARDS OR WORKING CONDITIONS:

Farm field work:

- Performing general labor outdoors and moving heavy loads
- Operating heavy equipment that may have to be serviced in the field on short notice.
- Adhering to USDA and FDA food handling regulations to ensure a food-safe product.
- Interacting with suppliers and vendors to manage farm inventory and overhead.
- Tending animals in a safe and humane manner, using best practices to humanely slaughter animals and process food products, such as meat, dairy and produce.
- Tracking input and output costs to monitor farm efficiency and balance costs.
- Plotting out and implementing efficient irrigation and fertilizer systems, tending growing crops and keeping farm buildings and equipment in serviceable condition.

Climate-controlled office:

- Standing, sitting, stooping, walking, seeing, hearing, keyboarding, filling, planning, executing plans, and other similar physical motions and activities are a usual part of the job.

POSITION'S EQUIPMENT: Computer.

POSITION'S WORK SCHEDULE: Hybrid (remote/campus), 40 hours per week and may include some evenings and weekends.

POSITION'S TRAVEL REQUIREMENTS: On campus presence and off-campus at Quail Creek Family Farm, and other state, regional, national, and international travel as approved by supervisor.

Position Duties and Performance Standards

POSITION'S ESSENTIAL DUTIES:

Participate in development of a comprehensive farmer training program for Kansas Wesleyan University based on the provided Rodale Institute's Master Farmer Training Curriculum, by:

- Assisting the Joe Hale Chair in Regenerative Agriculture (15%)
 - in the design of all components of the program.
 - to create a network of local farmers to participate in farm visits for students.
- Creating and executing a production plan and budget (15%)
 - that focuses on maximizing teachable moments throughout the season.
 - That minimizes unnecessary additional labor.

- Instruction Tasks (65%)
 - Delivering engaging classroom and in-field training sessions to students
 - Providing clear direction to students for all tasks and expectations, with particular emphasis on safety practices
 - Providing positive, pleasant, and constructive feedback to students in a way that boosts the individual's confidence in the subject matter.
- Other tasks as assigned (5%)

POSITION'S PERFORMANCE MEASURES AND STANDARDS: Actual performance standards (goals) for each measure will be set in consultation with the position holder, and regular performance reviews will be scheduled with their supervisor.

Position Qualifications

Education:

- Graduate of Rodale Institute Farmer Training (RIFT) or Rodale Institute Veteran Farmer Training program (VFTP) OR: 5 years of experience in regenerative organic farming and 2 years of experience in farm management.
- Undergraduate degree preferred.
- A master's degree would set the candidate apart.

Certification/Licenses:

- Valid driver's license

Desired Qualifications:

- Self-starter with the ability to prioritize multiple activities.
- OSHA or other appropriate farm-based equipment training

Work experience:

- Proven experience in teaching, coaching and/or mentoring.
- Proven interest/background in organic and/or regenerative organic agricultural practices
- Excellent communication and presentation skills, with the ability to convey complex concepts in a clear and understandable manner.
- Proficiency in using technology for delivering training, such as multimedia presentations, online platforms, and virtual learning environments.
- Highly patient, professional with a positive attitude.

Knowledge, skills, abilities, and attitudes – KSAA's:

- Excellent customer service skills
- Demonstrated ability to manage effectively and friendly interpersonal and working relationships in a team setting.
- Demonstrated ability to use planning and scheduling software, preferably Outlook.
- Demonstrated ability to manage and maintain physical and electronic files.
- Demonstrated professional oral and written communication skills, especially in creating, composing, and editing written and visual materials.
- Demonstrated ability to prioritize multiple and sometimes conflicting projects and responsibilities.
- Demonstrated problem solving and abstract thinking skills.
- Demonstrated ability to produce high quality work while working independently.
- Demonstrated ability to maintain a high degree of confidentiality.
- Demonstrated alignment with the mission and vision of KWU and CRH.
- Demonstrated proficiency in using Word and Excel.
- Demonstrated punctuality and reliability in attendance.

NOTICE OF SPECIAL JOB OR EMPLOYMENT REQUIREMENTS

1. THIS JOB DESCRIPTION IS NOT DESIGNED TO COVER OR CONTAIN A COMPREHENSIVE LIST OF ALL DUTIES AND RESULTS TO BE PERFORMED IN THIS JOB. DUTIES AND PERFORMANCE STANDARDS MAY BE ADDED, SUBTRACTED, AND/OR CHANGED BY YOUR SUPERVISOR AT ANY TIME DUE TO CHANGES IN DEPARTMENT OR UNIVERSITY REQUIREMENTS.
2. Unless exempt due to an employment contract signed by the President of Kansas Wesleyan University, all employees of Kansas Wesleyan are to be considered as an “at-will” employee.
3. All employees of Kansas Wesleyan University are considered “responsible employees” pertaining to Title IX regulations concerning both the prevention and reporting of sexual assault or harassment situations. As such, all employees must communicate with the Title IX Coordinator if they witness or hear about a sexual assault or harassment situation.
4. Kansas Wesleyan University is an equal opportunity employer and complies with EEOC and ADA employment requirements. It is and has been the policy of Kansas Wesleyan University to grant equal opportunity to all qualified persons without unlawful discrimination based on race, color, gender, age, national origin, ancestry, ethnicity, disability, sexual orientation, religion, or veteran status. To fulfill its mission as a United Methodist affiliated institution, preference in hiring shall be given to persons who can affirm the Institution’s mission.
5. All “offers of employment” are subject to a criminal background check prior to employment.
6. All items created by this position are the sole property of Kansas Wesleyan University.