
Auburn University Job Description

Job Title: **Mgr, Ag & Natural Rescs Prog**

Job Family: No Family

Job Code: **GA11**

Grade 36: \$59,700 - \$99,600

FLSA status: Exempt

Job Summary

Manages large scale natural resource programs involved in fundamental research and management of new knowledge and concepts.

Essential Functions

1. Supervises technicians and graduate students conducting non-routine experiments, investigations, literature review, and studies related to a specific natural resources program.
2. Documents results and observations in writing and presents results to others.
3. Assists in preparation of or prepares research results for publication or presentation at conferences and inclusion in literature reviews and popular and scientific articles.
4. Acts as liaison between Auburn University, research project funding sources, and landowners for the natural resource programs.
5. Collects, analyzes, records, and compiles samples and data.
6. Assists in the research and development of complex project proposals.
7. Oversees the maintenance and operation of scientific field equipment.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Four-year college degree	Degree in Management, Business, Agricultural Business, or Agricultural related fields.
Experience (yrs.)	5	Experience in natural resources programming and/or research

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of research practices and procedures and knowledge management.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, walking, reaching, talking, hearing, .

Job occasionally requires sitting, climbing or balancing, stooping/kneeling/crouching/crawling, handling objects with hands, and lifting up to 50 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/4/2012
