
Auburn University Job Description

Job Title: **Horticulture Project Manager**

Job Family: No Family

Job Code: **ND51**

Grade AF15 \$48,100 - \$81,800

FLSA status: Exempt

Job Summary

The Project Manager for Horticulture is responsible for managing day-to-day operations of research, instruction, and food production projects for the School of Horticulture. Actively serves as liaison between research personnel, including Principal Investigators (PI), Co-PIs, graduate students, research associates, and postdocs; general staff members, including technicians and students; and AU food system personnel, including chefs and kitchen staff, in AU and AU-associated dining facilities and restaurants. Interacts directly and regularly with the Director of Campus Dining, as well as local culinary partners, to plan and project food production targets for their respective venues.

Essential Functions

1. Recommends state-of-the-art cultivation practices to PIs and Co-PIs, based on industry expertise and best practices, including, but not limited to, pest and disease management, irrigation, nutrient management, system design and construction, and cultivar and species selections.
2. Supervises staff members and student workers involved with three major projects: AU Aquaponics, AU Vertical Farms, and the Rane Culinary Center Rooftop Garden.
3. Ensures quality of operations through the development and implementation of step-wise processes, aimed at improving the efficiency and effectiveness of the manner in which produce is transported to end users. Responsible for developing, implementing, and performing monthly reviews on baseline standards for each facility being managed, including, but not limited to, cleanliness, organization, food safety, and overall project efficiency.
4. Connects with relevant industry personnel. Responsible for developing relationships, aimed at ensuring AU facilities and processes remain relevant to industry needs. Actively attends private industry trade shows in the areas of controlled environment agriculture, urban agriculture, and culinary sciences to develop and maintain these important relationships.
5. Collaborates with research personnel to provide needed resources and ensure quality. Responsible for ensuring both controlled environment and urban agriculture systems are up-to-date and in working order, including, but not limited to, greenhouse control systems, fertilizer resources and requirements, and integrated pest management strategies and supplies.
6. Responsible for consulting and making recommendations to chefs and stakeholders, assisting them with decisions to best fit their needs.
7. Schedules activities to ensure project needs are being met in a timely fashion. Responsible for prioritizing, scheduling, and maintaining simultaneous projects, ensuring critical decisions are being made to accommodate each project with minimal disturbance to the existing crop schedule.
8. Consults with PIs on directional decisions involving current future projects. Offers consultation on growing strategies, as well as design input for new facilities and systems.

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.

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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 Business Management, or closely related field is required. Degree in Agriculture or directly related field is desired.
Experience (yrs.)	4	Experience in agricultural research, fresh produce, and/or culinary industries is required. Experience must include at least one (1) year of supervisory experience. Experience consulting restaurants, hospitals, hotels and/or educational institutions using Food and Beverage programs is desired. Experience in high-tech Controlled Environment Agriculture facilities is desired.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Extensive knowledge of the fresh produce industry, from "seed to plate."
Demonstrated knowledge of business management principles, greenhouse and vertical farming principles, and should be familiar with the culinary and hospitality industries.

Certification or Licensure Requirements

None required

Physical Requirements/ADA

Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, .

Date: 10/7/2022
