AUBURN
Human Resources

FoodU Program Manager

Job Description

JOB INFORMATION

Job Code	AD79
Job Description Title	FoodU Program Manager
Pay Grade	AF15
Range Minimum	$55,660
33rd %	$68,650
Range Midpoint	$75,150
67th %	$81,640
Range Maximum	$94,630
Exemption Status	Exempt
Approved Date:	5/30/2024 3:39:23 PM

JOB FAMILY AND FUNCTION

Job Family:	Agriculture & Forestry
Job Function:	Farm & Agriculture

JOB SUMMARY

This position serves as the program manager influencing, managing, and overseeing a dynamic, multidisciplinary program while serving as liaison between Auburn University and key industry partners of the project. The FoodU program brings together academic departments and non-academic entities, food service providers, and private business to immerse students in the food system at Auburn University by offering hands-on training in state-of-the-art food production and usage techniques. The FoodU program includes venues such as AU Transformation Garden, Greenhouse Complex, Plant Sciences Research Center, AU Aquaponics, Fisheries, Culinary Sciences, AU Dining, and other local venues.

RESPONSIBILITIES

- Provides comprehensive project oversight and strategic development of the FoodU program including management of operations, budgets, personnel, and equipment.
- Drives the execution of FoodU project initiatives, in association with the Director, including crop scheduling, equipment procurement, program logistics, development of new partnerships, and initiation of new projects.
- Develops, nurtures, and maintains key industry partners and stakeholders, ensuring strategic inititives of the program align with industry standards.
- Connects key stakeholders within the FoodU program including Campus Dining, Horticulture, Culinary Science, Hospitality Management, Ithaka Hospitality Partners, and various private industry companies to create and maintain a collaborative community.
- Collaborates with the FoodU Director and other key stakeholders to ensure food production needs are being met and that produce is of the highest possible quality and safety. Oversees a variety of personnel, including staff, students, and others meet timelines and deliverables.
- Advocates for the FoodU program to industry collaborators and other important stakeholders and fosters partnerships that enhance FoodU capabilities and advance the FoodU mission.
- Acts as the public face of the FoodU program and oversees dozens of tours and engagements each year for the general public and interested stakeholders, and participates in news and other communication media to tell the FoodU story.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

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.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	Agriculture, Business, or related.	and	5 years of	Experience in agricultural research, the fresh produce or culinary industries. Experience with controlled environment agriculture operations and structures, including greenhouses and vertical farms is preferred.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Must have in-depth knowledge of the fresh produce industry from seed to plate, and must understand business management principles, greenhouse and vertical farming principles, and should be familiar with the culinary and hospitality industries.	
Must be an excellent communicator, a proven multi-tasker, and have experience mentoring undergraduate students and/or young professionals.	
The employee will need to be able to engage about and promote projects to garner support and involvement from industry, departments within the university, and other important stakeholders.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting		X				
Lifting			X			Up to 50 pounds
Climbing		X				
Stooping/ Kneeling/ Crouching		X				
Reaching		X				
Talking				X		

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Hearing				X		
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration			X		

Vision Requirements:

No special vision requirements.