TITLE: ASSOCIATE DIRECTOR, KANSAS FARM MANAGEMENT ASSOCIATION PROGRAM

This position is an appointment of the Kansas Farm Management Association (KFMA) and K-MAR-105 Association (KMAR) through K-State Research and Extension's Department of Agricultural Economics. Funding for the position is provided jointly by the Department of Agricultural Economics and KMAR (the state level association for the KFMA Program).

KFMA has provided a farm business analysis educational program to the farm families of Kansas for over 85 years. Twenty-seven KFMA Economist positions in 11 offices provide support to, and work cooperatively with, the more than 2,300 member-farm operations.

LOCATION: Manhattan, Kansas. Statewide program delivery will be required for this position.

KFMA VISION:
The Kansas Farm Management Association (KFMA), through its affiliation with K-State Research and Extension, will be the valued and trusted provider of integrated data management systems to apply critical thinking and strategic business planning for farm and ranch decision makers; and will be the premier source of farm-level economic data in the world.

KFMA Mission and Purpose:
- To work as an efficient team of economists, serving on the management team for KFMA member farms, as a farm business management resource.
- To provide high quality and timely farm recordkeeping, financial analysis and tax management.
- To achieve the goal of improved farm and family decision making, resulting in increased farm profitability and sustainability.

POSITION PURPOSE AND RESPONSIBILITIES: The Associate Director will be responsible for oversight of the day-to-day operational activities of the KFMA program. This will include providing proactive leadership to human resource management activities and directing the process of program delivery to KFMA members to provide high quality and value. This position will serve as part of the leadership team for the KFMA program, working closely with the KFMA Executive Director, the Coordinator of Professional Development and Training and with the six Executive Economists leading the local associations. Specific responsibilities of the position include:

- Coordinate the activities of KFMA Economists to accomplish building strong relationships and producing excellence with KFMA member farms and in accomplishing the KFMA program vision
- Lead the process of identifying and hiring KFMA Economists
- Work closely with the leadership team to further develop and implement appropriate performance review and evaluation processes
- Work closely with the leadership team in assessing progress toward achieving identified state- and association-level goals and revising and/or setting further goals as needed to improve the efficiency, effectiveness and value of the KFMA program
- Cooperate with KFMA leadership team in the development and implementation of policies and procedures and in the process of identifying and implementing standard operating procedures where/when appropriate to do so
- Provide training and direction during times of Executive Economist transition in local associations
- Assist in development and delivery of training programs for KFMA economists and office professionals to improve quantity and quality of the KFMA data for member farm analysis and the KFMA databank
- Assist in the marketing and promotion of the KFMA program
- Build and maintain strong working relationships with the KFMA Board leadership locally and at the state level, the KFMA Economist team, and KFMA program and Agriculture Economics Department leadership

SCREENING OF APPLICATIONS AND STARTING DATE: Screening of applications will begin on July 1, 2016, and will continue until the position is filled. The starting date for the position is on or after July 18, 2016.

HOW TO APPLY: To assure a review, please submit a cover letter, resume, three reference letters, and all official transcripts by July 1, 2016. All application materials should be submitted online through the Kansas State University Human Capital Services website (www.k-state.edu/hcs/). The direct link for this position is the following:

FOR MORE INFORMATION:  Kevin Herbel, Executive Director, Kansas Farm Management Association Program  Office/Mobile: (785)532-8706; or, e-mail: kherbel@ksu.edu.  The KFMA program website is www.AgManager.info/KFMA

QUALIFICATIONS:

Required:

• College degree in Agricultural Economics, Accounting, Finance, Business Administration, Human Resources or related field
• At least five years of acceptable performance in a position in one of the following areas: agricultural economics, agricultural finance, agribusiness, accounting, human resources or closely related field
• Strong leadership and management skills demonstrated in previous experiences
• Effective human resource management skills with a minimum of three years of supervisory or mentoring experience
• Excellent written and oral communication skills with individuals and groups
• Good understanding of the Kansas agriculture industry, of farm operations, and of the KFMA program
• Proven ability to effectively utilize computer technology, software and applications
• Evidence of solid planning, prioritization and organizational skills
• Strong commitment to expanding and fostering diversity and to building strong relationships

Preferred:

• Master’s degree in Agricultural Economics, Accounting, Finance, Business Administration, Human Resources or related field
• Demonstrated expertise in understanding and communicating sound farm accounting principles and economic relationships in agriculture
• At least five years of experience working as a Farm Management Economist or in a similar position

SALARY AND BENEFITS: This is an unclassified position in the Department of Agricultural Economics, Kansas State University. The salary will be commensurate with the qualifications of the applicant. The K-State benefit package includes a retirement plan, group health and life insurance, worker’s compensation, vacation, sick leave and other benefits. For additional information on benefits, see http://www.k-state.edu/hcs/benefits/overview/.

State-wide travel will be required for the position. Reimbursement for travel and subsistence related to achieving program objectives including either use of a department provided vehicle or mileage reimbursement will be provided.

BACKGROUND SCREENING STATEMENT: In connection with your application for employment, Kansas State University may procure a Background Screen on you as part of the process of considering your candidacy as an employee. Kansas State University complies with the requirements of the Fair Credit Reporting Act.

EQUAL EMPLOYMENT OPPORTUNITY: Kansas State University is an Equal Opportunity Employer of individuals with disabilities and protected veterans and actively seeks diversity among its employees. Kansas State University actively seeks candidates whose commitments and contributions will advance the University’s commitment to The Principles of Community which can be found at https://www.k-state.edu/about/community.html.