

**University of California**  
Agriculture and Natural Resources

## POSITION VACANCY ANNOUNCEMENT

**University of California Cooperative Extension  
Division of Agriculture and Natural Resources**

**Director**  
**Western Integrated Pest Management Center**  
**Academic Coordinator III**  
**AP #18-08**

**Location Headquarters: UC ANR Building, Second Street, Davis, California**

**SUBMISSION DATE:** To assure full consideration, submit application materials by **February 15, 2019**. Those received after **February 15, 2019**, may be considered if the position has not yet been filled.

**POSITION PURPOSE:** The University of California, Agriculture and Natural Resources (UC ANR), is seeking a Director to assume leadership for its Western IPM Center within the UC Statewide IPM Program. The Director will provide overall leadership of the Western IPM Center, with responsibility for its successful management and operations, including supervision of Western IPM Center staff. The Director will collaborate with a wide range of stakeholders to identify regional IPM need and objectives and formulate strategies to address important IPM issues. The Director will communicate with the WIPMC Advisory Committee and represent the Western IPM Center to other agencies at the state, regional, and national levels to identify opportunities for collaboration. The Director will oversee official responses to federal agency information requests that will be prepared by the Center's regional Network Coordinators and other state contacts.

The Director combines a broad knowledge of integrated pest management and how it is used in agriculture, natural landscapes and community settings with demonstrated collegial management success and team-building skills. Education and training in IPM science are necessary to be a valuable contributor in identifying and promoting Western IPM needs and priorities. Strong leadership and management skills are necessary to build and lead teams of



colleagues, collaborators and employees to achieve the Center's vision of "A healthier West with fewer pests."

The Western IPM Center is one of four regional IPM Centers providing regional coordination in IPM programming. The Western Region is comprised of thirteen western states and four American-affiliated Pacific Island territories. For more information about the Western IPM Center, visit the web site [westernipm.org](http://westernipm.org)

**BACKGROUND:** UC ANR is a network of colleagues with a focus on research, education programs, and outreach to strengthen California communities. The UC ANR Strategic Vision guides our priorities in research, education, service, and resource allocation. The Strategic Vision is available at:



[http://ucanr.edu/About ANR/Strategic Vision/.](http://ucanr.edu/About%20ANR/Strategic%20Vision/)

**ACADEMIC EXPECTATIONS:** All UC ANR Academic Coordinators are responsible for performance in the areas of 1) administrative performance, 2) professional competence and activity, and 3) University and public service.

**Administrative Performance:** All UC ANR Academic Coordinators are required to demonstrate responsibility for the administration, management and/or coordination of programs.

**Professional Competence:** All UC ANR Academic Coordinators are required to demonstrate professional competence in their programmatic areas. Professional competence includes participation in training activities to enhance professional development, such as administrative trainings, professional conferences, or workshops. Professional competence also includes activities that reflect professional standing within the programmatic area, such as presenting at conferences or workshops, holding offices in professional societies, invited presentations, or reviewing/editing publications.

**University and Public Service:** All UC ANR Academic Coordinators are required to actively serve the University, as well as the public. University service may occur at the local, division, state, national, or international levels. Examples of potential University service activities include serving on a university workgroup or committee, providing leadership in program teams, or advocacy efforts. Public service involves activities and events in which the incumbent uses their professional expertise to benefit groups or efforts outside the University. Examples may include serving on external boards or councils, participating in community events, and leadership of non-University collaborative groups.

## **MAJOR RESPONSIBILITIES & PROGRAM LEADERSHIP:**

### **Administrative Performance**

- Provide programmatic leadership, administration, management and coordination for the Center.
- Manage budget, financial, personnel, and programmatic operations of the Center.
- Effectively administer USDA contracts (approximately \$1.0 million annually), including local Center operational expenses and subcontracts to other institutions in the West.

- Supervise 1-3 on-site staff and coordinate the activities of 1-3 remotely located Network Coordinators.
- Work with western state IPM coordinators, university research and extension staff at western universities, commodity groups, tribal nations and state agencies responsible for agriculture and pest management.

### **Collaboration, Teamwork & Flexibility**

- Identify and prioritize regional and national IPM needs.
- Formulate strategies to address identified priorities.
- Support USDA programs related to IPM.

### **Communication**

- Evaluate or support evaluation of Center-supported programs; report accomplishments, results, and actual or potential future impacts to scientific and lay audiences.
- Organize, lead, and regularly communicate with Western IPM Center Advisory Committee.
- Coordinate Center information dissemination among IPM-related interests in the west and nationally.

### **Professional Development & Lifelong Learning**

- Participate in in-service training, seminars, workshops, work group & program team meetings, short courses, professional society meetings and other relevant opportunities.
- Participate in UC and ANR leadership, through work groups & program teams, committees, task forces and other formal or informal structures.
- Serve the public by participating in activities of public agencies and organizations.

**RELATIONSHIPS:** The Western IPM Director reports administratively to the Director, UC Statewide IPM program.

**AFFIRMATIVE ACTION:** An understanding of and commitment to UC ANR and the USDA Regional IPM Centers Program affirmative action goals is expected. UC ANR Affirmative Action policy and information can be found at: [http://ucanr.edu/sites/anrstaff/Diversity/Affirmative\\_Action/](http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/)

### **EDUCATION AND EXPERIENCE:**

#### **Required Qualifications:**

This position focuses on Integrated Pest Management.

#### **Administrative Performance**

- A minimum of a Master's Degree is required in an appropriate scientific discipline, and professional background in any of the following pest management fields; entomology, plant pathology, weed science, nematology, and vertebrate pest management.

- A minimum of four years' experience leading or managing a program, obtaining and managing competitive grants, and supervising staff.

### **Collaboration, Teamwork & Flexibility**

- Experience in building collaborative efforts among diverse stakeholders.
- Willingness and ability to embrace change as clientele and organizational needs evolve.
- The ability to effectively collaborate and work in teams.

### **Communication**

- Demonstrated excellent interpersonal, organizational and communication skills.

### **Preferred Qualifications:**

- An earned doctorate in an appropriate scientific discipline.
- Knowledge of the diverse agriculture in the Western U.S.
- Experience with federal grant sources.

**SALARY:** Beginning salary will be in the **Academic Coordinator III rank** and *commensurate with applicable experience and professional qualifications*. For information regarding Cooperative Extension Academic Coordinator salary scales, please refer to the University of California website: <http://ucanr.edu/sites/anrstaff/files/285845.pdf>. If the successful candidate is currently a UCCE Advisor with indefinite status, the candidate will be offered the position commensurate with applicable experience and professional qualifications with eligibility to retain such indefinite status.

This is not an academic career-track appointment. The Academic Coordinator position is grant funded and renewed based upon funding availability and satisfactory performance review of the candidate conducted by UC ANR. The initial term period is 12 months. Performance in this position is evaluated annually. The merit cycle for this position will be evaluated every three years. Upon completion of a successful review, you will be reappointed for another definite term appointment. Internal candidate(s) with an existing academic title may retain the appointment at 0% time.

**BENEFITS:** The University of California offers comprehensive benefits including two days per month paid vacation, one day per month paid sick leave, and approximately thirteen paid holidays per year. For more information, refer to the UC Benefits website at: <http://ucnet.universityofcalifornia.edu/>

**HOW TO APPLY:** To be considered, applicants must submit the following five components of the Application Packet to [anracademicsearch@ucanr.edu](mailto:anracademicsearch@ucanr.edu):

1. Cover Letter

ANR Academic Application Form— from the ANR website at:

<http://ucanr.edu/sites/anrstaff/files/278846.pdf>



Please do not send letters of reference.

3. Curriculum Vitae or Resume; include list of publications relevant to this position.
4. Statement of Contributions to Diversity: Please submit a 1-page Statement of Contributions to Diversity addressing past and/or potential contributions to diversity through personal experience, teaching, research, extension, professional activity, and/or service. This should include how you would ensure that all potential clientele have access and benefit from your program.
5. College Level Transcripts: Electronic transcripts or legible scanned copies (PDF) of original transcripts will be accepted. Transcripts must identify course work completed, grades earned, degrees conferred and confer dates. Please DO NOT send transcripts that are password protected.

**Application and associated materials will not be returned to the applicant.** A search committee will review all applications, interview candidates, and recommend individuals most suitable for the position.

**Interview information:**

Approximately 2 to 3 weeks after the submission deadline, applicants with appropriate and applicable education and experience will be invited to participate in a preliminary, remote interview.

The formal in-person interviews will take place approximately 2 to 3 weeks after the preliminary interviews for those applicants selected to proceed.

Applicants may wish to explore the UC Davis Services for International Students and Scholars web page at [https://siss.ucdavis.edu/scholars\\_depts/permanent\\_residence.html](https://siss.ucdavis.edu/scholars_depts/permanent_residence.html) as a resource.

**For information regarding this position, please contact:**

***Kim Ingram***

***[kcingram@ucanr.edu](mailto:kcingram@ucanr.edu)***

***E-mail Address: [ANRacademicsearch@ucanr.edu](mailto:ANRacademicsearch@ucanr.edu)***

***Internet: <http://ucanr.edu/jobs/>***

**Please refer to Position #18-08 in all correspondence**

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status or other protected categories covered by the UC nondiscrimination policy.

As of January 1, 2014, ANR is a smoke- and tobacco-free environment in which smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes), is strictly prohibited.