



ANNOUNCEMENT OF POSITION AVAILABILITY



TITLE: Specialist, Senior
Pesticide Management Program

REQUISITION #: 2008011838

EMPLOYER: New Mexico Department of Agriculture
Agricultural and Environmental Services

REPLY TO: New Mexico Department of
Agriculture
Attention: Human Resources
MSC 3189, Box 30005
Las Cruces, NM 88003-8005

SALARY: Commensurate with qualifications

POSITION LOCATION: Las Cruces, NM

TELEPHONE: (575) 646-7523

DEADLINE FOR APPLYING: Review of applications will begin October 27, 2008, and will continue until filled.

POSITION SUMMARY: Serve as liaison among New Mexico Department of Agriculture, New Mexico State University College of Agriculture and Home Economics Agriculture and Extension Education Department, Dona Ana Community College, and other educational partners in developing and implementing for-credit certification programs.

REQUIRED EDUCATION AND EXPERIENCE: Master's degree in agricultural education or a related field in hand by hire date and five (5) years experience.

QUALIFICATIONS: Knowledge of university and department policies and procedures; principles and practices of organization and administration; principles of supervision, training, and performance evaluation; and agriculture and livestock sector in New Mexico and the United States. Skills in short- and long-range planning, problem analysis and resolution, report preparation and presentation, public contact and relations, oral and written communication, problem analysis and resolution, and research methods. Abilities to direct, evaluate, train, and supervise the work of assigned personnel; develop and maintain effective working relationships; maintain accurate and orderly records; use independent judgment and initiative; organize and direct activities; and analyze and evaluate information.

KEY DUTIES AND RESPONSIBILITIES:

- Supervise, direct, delegate, and evaluate work of assigned staff
- Coordinate licensing and certificate programs conducted by NMDA
- Serve as liaison among NMDA, the Agricultural and Extension Education Department in CAHE, Dona Ana Community College, and other educational partners in developing and implementing employee for-credit programs
- Educate staff and students on curriculum development, teaching methods, agrosience laboratory applications, and foundations of career and technical education
- Placement and supervision of student interns
- Recruit and mentor undergraduate students and engage in service activities related to their programmatic and teaching responsibilities
- Perform related duties as required

APPLICATION REQUIREMENTS: To be considered, applicant must meet all required qualifications and submit the complete application packet containing: (1) NMDA application form (available at <http://www.nmda.nmsu.edu/Jobs.html>) ; (2) personal resume including references; (3) college transcripts and (4) a letter of interest, handwritten by applicant, specifically addressing applicant's qualifications.

BENEFITS OFFERED: Group medical and dental insurance, group life insurance, long term disability insurance, workers' compensation, unemployment compensation, state educational retirement, and sick and annual leave. Opportunity for educational advancement. For additional information, visit the NMSU Employee Benefits website <http://benefits.nmsu.edu/>.

NEW MEXICO STATE UNIVERSITY IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.

All offers of employment, oral and written, are contingent on the university's verification of credentials, eligibility for employment in the United States and other information required by federal law, state law, and NMSU policies/procedures, and may include the completion of a criminal history check.