



## **Field Crops Technology Instructor**

**REPORTS TO:** Coordinator of Career-Technical Education and Dean of Career-Technical & Adult Education

**DESCRIPTION OF POSITION:** At Mississippi Delta Community College (MDCC) we value the ability to serve students from a broad range of socioeconomic backgrounds, genders, abilities, and orientations. We prioritize applicants who demonstrate they understand the benefits a diverse student population brings to a community college. The successful Field Crops Technology Instructor will be an equity-minded individual committed to student success by collaborating with faculty, staff, administration, students and community partners who support the institution's mission.

The Field Crops Technology Instructor position provides students with a common core of management skills and additional training related to the production of field crops and weed, insect, and plant disease control. Instruction incorporates computer-based activities from various sources, including agricultural software packages. The instructor will participate in all normal faculty duties such as student advising and orientation.

The Field Crops Technology Instructor will assume the responsibility of managing the MDCC, approximately 50 acre, educational row crop farm.

More specifically, the instructor is responsible for the following

### **DUTIES AND RESPONSIBILITIES**

In addition to participating in all normal faculty duties, the instructor will be expected to:

- Advise and keep records of student advisees by division and departmental policy and procedures
- Aid in hiring, training, and evaluating instructors within the college
- Assist in the development of a term by term schedule of course offerings
- Assist the college in recruiting and retaining students in the program, Career-Technical division, and college as a whole
- Communicate to the students goals, objectives, and expectations of courses taught
- Demonstrate an interest in the students by providing assistance in the areas of guidance, student activities, and all registration processes
- Develop reports, local, state, and federal in an efficient accurate manner
- Develop strategies to manage high tunnel crops while maintaining the high tunnel structure and irrigation system through educational student experiences, lectures, and lessons.
- Encourage and monitor regular attendance of students and motivate students to maximum effort
- Foster and promote all educational programs and activities offered through the college

*Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Steven Jones, Vice President of Administrative and Student Services, Stauffer-Wood Administration Building, Suite 119, Office 123, P. O. Box 668, Moorhead, MS 38761, 662-246-6304; [EEOC@msdelta.edu](mailto:EEOC@msdelta.edu).*

## **DUTIES AND RESPONSIBILITIES (cont.)**

- Keep accurate records of student grades, progress, and retention data
- Maintain Agricultural farm equipment and shop area
- Maintain consistent office hours in addition to teaching duties
- Maintain contact with appropriate business/industry or advisory groups
- Maintain turn rows and ditch banks as needed on MDCC farm
- Make student referrals when deemed necessary to other college personnel
- Manage paperwork including but not limited to purchase requisitions, purchase orders, invoices, pesticide application records, grant reports, budget, Ag. Club account, MDCC Farm Fundraising account, etc.
- Manage educational MDCC farm including but not limited to tilling, planting, fertilizing, spraying, irrigating, cultivating, harvesting and selling crops yielded.
- Participate and coordinate in the assessment of the programs instructional needs and plan the delivery necessary to meet those needs
- Participate in professional development dedicated to understanding how to effectively and efficiently teach the curriculum which incorporates national standards, yields industry- recognized certifications, and increases academic foundations
- Purchase all inputs for crops including row crops and high tunnel crops
- Revise/Project budget for the program
- Teaching courses to a diverse student body
- Work in conjunction with the Vice President of Instruction and the Dean of Career-Technical & Adult Education to ensure a coordinated delivery of instruction, identification of students' needs, and development of courses that will meet students' needs
- Work with the MDCC foundation to help maintain/develop agricultural student scholarships which may include fundraising.
- Other duties as assigned by the Coordinator of Career-Technical Education and Dean of Career-Technical & Adult Education

## **MANDATORY QUALIFICATIONS**

- Applicants must hold a minimum of an Associates degree or higher in Field Crops Technology or a related field.
- Applicant must have a minimum of two years' work experience within the last five years related to the program of study.
- Applicant must be dedicated to teaching as a full-time profession and appreciate the concept of the community college.
- In addition, excellent communication and interpersonal skills, initiative, and flexibility are required.

## **DESIRABLE QUALIFICATIONS**

- Master's degree in Agricultural and Extension Education, Agronomy, Agricultural Science or Agribusiness.
- Two years or more in operating equipment associated with row crop farming to include tractors, combines, self-propelled sprayers and other field equipment.
- Comfortable use of computer/technology skills.

*Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Steven Jones, Vice President of Administrative and Student Services, Stauffer-Wood Administration Building, Suite 119, Office 123, P. O. Box 668, Moorhead, MS 38761, 662-246-6304; [EEOC@msdelta.edu](mailto:EEOC@msdelta.edu).*

## **KNOWLEDGE, SKILLS, ABILITIES, AND WORK CHARACTERISTICS**

- Ability to safely use all tools and machinery associated with the agricultural industry and profession;
- Ability to lift 50 pounds;
- Ability to perform all physical requirements common to the agricultural industry.
- Job site, shop management, and organizational skills.
- May require prolonged periods of viewing a computer screen.
- Other areas of physical demand include but are not limited to bending, climbing, crawling, kneeling, pulling, pushing, reaching, sitting, squatting, standing, stooping, twisting, and walking

## **PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly required to use hand to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to sit, stand and walk. The employee is occasionally required to climb, balance, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision. This position may require prolonged periods of viewing a computer screen. This position requires travel and may require working some evenings and weekends.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

## **TERMS OF EMPLOYMENT**

This is a full-time, 9-month, Exempt, Technical Instructor (TI) position.

## **SALARY**

The salary will commensurate with education and experience.

*Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Steven Jones, Vice President of Administrative and Student Services, Stauffer-Wood Administration Building, Suite 119, Office 123, P. O. Box 668, Moorhead, MS 38761, 662-246-6304; [EEOC@msdelta.edu](mailto:EEOC@msdelta.edu).*

## APPLICATION PROCEDURES

Applicants should submit all of the following in order for their application to be considered for employment:

1. MDCC Employment Application (**online only**)
2. **Unofficial** College Transcript(s)
3. Current Resume
4. Authority to Release Information Form/ Consent Form

The MDCC Employment Application can be found on the MDCC Human Resources website, <https://msdelta.formstack.com/forms/applicationforemployment>

Official transcripts **are required upon hire** and may be sent directly from the university/college electronically to [humanresources@msdelta.edu](mailto:humanresources@msdelta.edu) or via postal mail to:

Office of Human Resources - P. O. Box 668 - Moorhead, MS 38761

### DEADLINE

Internal/External – May 17, 2022 at 5:00 P.M.

*Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Steven Jones, Vice President of Administrative and Student Services, Stauffer-Wood Administration Building, Suite 119, Office 123, P. O. Box 668, Moorhead, MS 38761, 662-246-6304; [EEOC@msdelta.edu](mailto:EEOC@msdelta.edu).*