

**DIRECTOR OF COLORADO SEED PROGRAMS
POSITION DESCRIPTION**

POSITION: The Department of Soil and Crop Sciences at Colorado State University (CSU) is seeking a Director of Colorado Seed Programs. The Director will manage the Colorado Seed Growers Association (CSGA) and supervise the managers of the Seed Certification, Colorado Seed Testing Laboratory, and Agronomy Foundation Seed programs. The position is located in Fort Collins, CO, and is a 12-month, Administrative Professional position.

RESPONSIBILITIES:

- In conjunction with the CSGA Board of Directors, the Director will oversee all certification and financial activities of CSGA, provide oversight of the Certification Manager and field inspectors, formulate and implement policies consistent with the purpose of seed certification, and represent CSGA in the Association of Official Seed Certifying Agencies (AOSCA).
- Develop an active CSU Extension educational program including seminars, field days, and written and electronic information for stakeholders in the region.
- Provide a leadership role to interact with the seed industry, commodity group, and governmental agencies to enforce seed production standards, establish procedures for seed certification, develop and maintain a customer service program to ensure a high level of customer satisfaction, and coordinate seed programs that result in visibility and prestige among clientele.
- Supervise the managers of the Seed Certification Program, the Colorado Seed Testing Laboratory, and the Agronomy Foundation Seed Program.

REQUIRED QUALIFICATIONS:

- B.S. degree in an agricultural field or related area.
- Supervisory experience and strong interpersonal skills.
- Computer literacy skills.
- Ability to effectively communicate in writing and verbally in presentations to diverse groups and settings.

PREFERRED QUALIFICATIONS:

- M.S. or equivalent degree in an agricultural field or related area.
- Seed industry knowledge and experience, such as seed certification, seed production, or seed testing.
- Knowledge and experience with business or financial management.
- Experience and skill in fostering interdisciplinary collaboration/cooperation.

SALARY: Commensurate with training and experience.

POSITION AVAILABLE: January 1, 2012

APPLICATION PROCEDURE: Please send current professional resume, a letter of application addressing your qualifications and experience as related to the scope and responsibilities of the position (including a statement of seed industry experience, management experience, and evidence of effective leadership and communication skills), and arrange to have university transcripts (copies are acceptable) and three letters of recommendation sent to:

Dr. Scott Haley, Chair
Colorado Seed Programs Director Search
Department of Soil & Crop Sciences
Colorado State University
Fort Collins, CO 80523-1170
scott.haley@colostate.edu

Applications will be considered until the position is filled. However, applicants should submit applications by December 15, 2011 for full consideration. Questions concerning this position may be directed to Dr. Eugene Kelly (eugene.kelly@colostate.edu). General departmental information is available at: <http://www.soilcrop.colostate.edu/>

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