

JOB DESCRIPTION

HISTORIC AGRICULTURAL SPECIALIST

Status:	Full-Time
Pay Grade:	6
Starting Salary:	\$18.63/hour (\$38,750.40); 40 hrs./week
Reports To:	Historic Farm Specialist
Classification:	Intermediate – Employee has supervisory responsibilities relating to interns and volunteers. Employee has the authority to recommend any reward or disciplinary actions for employees under their direct supervision.

The position of full-time **historic agricultural specialist** plans and operates the agricultural component of a historical farm and the associated programming. The position directly involves but is not limited to the following illustrative duties:

1. Plans and directs implementation of historical farm agriculture and livestock management programs including research of historically correct agricultural methods, crops, animals, structures, etc. to ensure historical and visual authenticity of the Carter Historic Farm (CHF).
2. Provides interpretation regarding the historical farm and its operation to the general public; conducts informal interpretation, programming, and demonstrations with walk-in visitors to CHF. Wears period style clothing while performing farm work and providing interpretation.
3. Assists the historic farm specialist with public, requested, and special event programming to include development, facilitation, set up, and clean up. Uses knowledge of northwest Ohio, Depression-era family farming, and interpretation in a living history farm setting to educate the public.
4. Performs a variety of agricultural, livestock management, and maintenance tasks to ensure efficient operation of the farm (e.g. tills, plants, cares for, and harvests crops using historical methods and machinery; cares for farm animals; maintains and repairs farm equipment, fences, buildings, tractors, implements, etc.). Tracks staff and volunteer time spent on farming operations to assist historic farm specialist with strategic planning related to farming.
5. Maintains effective working relationships with co-workers, supervisors, vendors, other professionals, and the general public. Works with individuals and other organizations as well as other Park District departments to ensure smooth functioning of daily farming operations and farming-related programming.
6. Supervises and trains interns and volunteers to assist with the activities listed above. Coordinates public volunteer programs and group service projects related to farming.

7. Tracks spending related to farming operations, and assists the historic farm specialist with the annual budget proposal, including recommending historically correct equipment, tools, feed, and animals for purchase. Prepares and maintains records and reports of crops, animals, equipment, and work progress.
8. Maintains and updates a physical inventory of farm tools and equipment and other fixed assets for the farm.
9. Trains staff on proper operation of equipment and completion of farm chores.
10. Must be willing to operate a variety of equipment, including but not limited to the following: power tools (drill, chop saw, grinder, etc.), chain saw, and cultivator, as well as heavy equipment such as a tractor.
11. Works a flexible schedule to cover farming operations and programming, including evenings, weekends, and holidays.
12. Required to routinely lift up to 50 lbs. which may include feed, hay bales, and equipment, etc. Must frequently climb stairs and ladders, reach objects overhead, walk on uneven ground, and work outdoors and in non-climate-controlled buildings.
13. Maintains current certifications in CPR and First Aid.
14. Recognizes safety hazards related to animals, equipment usage, or planned programs, and responds accordingly.
15. Performs other duties as assigned by the historic farm specialist, program coordinator, or director that are deemed appropriate and necessary for the position.

Requirements:

- Experience with some area of agriculture required, as well as a willingness to learn new areas related to historical farming. Agricultural areas include crop farming, livestock, fruit/vegetable gardening, and forestry (orchards, lumbering, milling).
- Must have a valid driver's license.
- Must have high school diploma.

Preferred:

- Experience with multiple areas of agriculture.
- Associates degree preferred.

***Please submit resume, application and cover letter to Kristin Long, Human Resources Manager. Mail to Wood County Park Headquarters at 18729 Mercer Rd. Bowling Green, OH 43402 or email to Klong@wcparks.org**