



THE UNIVERSITY OF GEORGIA
COOPERATIVE EXTENSION
Colleges of Agricultural and Environmental Sciences & Family and Consumer Sciences

POSITION ANNOUNCEMENT

POSITION: Program Coordinator - Feed and Environmental Water Laboratory

LOCATION: UGA Agricultural and Environmental Services Laboratories, Athens, Georgia

SALARY: Salary is commensurate with experience and training.

APPLICATION DEADLINE: November 30, 2008

BASIC QUALIFICATIONS: Ph.D. in Soil, Environmental, or Biological Sciences required with a strong laboratory background. Training and/or experience in water quality and forage analysis desirable. Ability to conduct and interpret research; good verbal, written, and computer skills required.

MAJOR RESPONSIBILITIES: The successful candidate will manage the programs, staff and budgets associated with a laboratory that primarily conducts analyses of feed and environmental water samples submitted to the laboratory. The following are major responsibilities inherent to the position:

- Hires, trains and supervises office and laboratory staff.
- Selects, develops and adapts appropriate analytical procedures for testing feedstuffs and waters.
- Ensures that the laboratory is operated safely with appropriate quality assurance and control.
- Coordinates with faculty the interpretations and recommendations based on laboratory results.
- Conducts workshops and training for County Extension staff and faculty on pertinent laboratory functions.
- Collaborates with County Extension Agents, other faculty and agencies in diagnostic, educational and research projects.
- Seeks external funding through grant-in-aid to support relevant research and extension projects.
- Conducts promotional efforts to expand public awareness of programs and services of the laboratory.
- Serves as a member of the Agricultural and Environmental Services Laboratories leadership team.

ADMINISTRATIVE RELATIONSHIPS: Is a UGA Public Service Faculty Member (non-tenure track) position under the direction and leadership of the Director of the Agricultural and Environmental Services Laboratories.

APPLICATIONS: Applicants should submit letter of application, curriculum vitae, transcripts, and three letters of reference to:

Dr. David E. Kissel, Director
Agricultural and Environmental Services Laboratories
University of Georgia
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Athens, GA 30602-9105
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