

Produce Safety Technician
Position Description

PREPARED: February 15th, 2022

POSITION IDENTIFICATION:

Produce Safety Technician; full-time; 40 hours per week; FLSA exempt position

POSITION SUMMARY:

To assist growers in assessing safe produce growing and harvesting practices on produce farms. This includes outreach, education, on-farm technical assistance, completion of risk assessments with the landowner to facilitate practice changes, developing Improvement Action Plans, and coordination with local, state, and federal agency resources to help produce growers reduce food safety risks and make progress towards implementation of practices consistent with the Food Safety Modernization Act Produce Safety Rule.

RELATIONSHIPS:

Reports to: Executive Director

Supervises: None

Works with: All Grand Traverse Conservation District staff; volunteers

External Stakeholders: Farmers, Program Participants, Community Members

RESPONSIBILITIES AND DUTIES:

Essential Functions:

- Performs on-farm assessments over a [multi-county service area](#) using the Produce Safety Risk Assessment
- Attends and delivers presentations to a variety of industry networks at events and meetings to create awareness of produce safety practices and available resources
- Leads classroom/online training sessions
- Performs or takes part in on-farm produce safety workshops
- Completes travel for trainings and meetings
- Develops materials to effectively engage producers through outreach and education
- Promotes produce safety practices through displays, newsletters, group presentations, demonstrations, public service announcements, news releases, radio programs, and other means
- Works closely with MDARD and Michigan State University Extension partners to provide technical assistance necessary for producers to address specific hurdles to the implementation of food safety practices



- Provides and submits timely reports and updates to GTCD, MDARD, GTCD Board, and other cooperating agencies
- Works cooperatively with GTCD staff and other agency personnel; supports District initiatives and activities as needed
- Plays an advisory role in the Great Lakes Incubator Farm (GLIF) program
- Attends and participates in regular staff meetings
- Completes other essential activities as required by the grant agreement
- Completes other duties as assigned

WORKING CONDITIONS:

The primary workplace is in a typical office setting at the Grand Traverse Conservation District office in the Boardman River Nature Center in Traverse City, MI, with travel to farms in the service area.

REQUIRED KNOWLEDGE & EXPERIENCE:

Related Work Experience

Two years' experience in natural resources or agriculture fieldwork is desired
Knowledge of and experience working with agricultural producers and practices is desired

Formal Education

A four-year degree from an accredited college or university in agriculture, natural resources management, animal, crop, environment, agronomy, dairy and/or soil science, biochemistry, biology, chemistry, environmental health, food science/technology, microbiology, veterinary science, or a related field

Skills & Abilities

Excellent organizational skills, with attention to detail and high level of accuracy
Able to communicate with a wide variety of individuals, comfortable with public speaking
Must be self-motivated and able to work independently and as part of a team
Proficient in use of PC, Google Drive, and Microsoft Office Suite
Must have a valid driver's license and reliable transportation

COMPENSATION:

The Produce Safety Technician is a full time, 40 hours/week, FLSA exempt position. Salary: \$47,500/year, based on grant funding. Benefits include paid holidays, 18 paid days off per year, retirement, and the Conservation District's group health insurance package including dental and vision.

Grand Traverse Conservation District

1450 Cass Road, Traverse City, MI 49685 // 231.941.0960 // www.natureiscalling.org



TO APPLY

Please email completed application, resume, and cover letter stating your suitability for the position based on required knowledge and skills to the Executive Director, Koffi Kpachavi at **Koffi@gtcd.org**. Application materials can be found on the Grand Traverse Conservation District website www.natureiscalling.org.

Applications must be received no later than 5:00pm EST Friday March 25, 2022.

PREFERRED START DATE: As soon as possible



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