

Chemehuevi Indian Tribe
P. O. Box 1976
Havasu Lake, CA 92363
Tribal Employment Rights Office (TERO)
Phone: (760) 858-5100 Fax: (760) 858-5279
tero@cit-nsn.gov

INDIAN PREFERENCE POLICY: preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian preference act of 1934 (title 25, usc, section 472).

11-15-2016

Farm Manager

STATUS: Permanent/Full Time, Exempt
DEPARTMENT: Agriculture
REPORTS TO: Administrator
SALARY: \$15.00 - \$17.00 ph
BUDGET: 213-60601

Duties and Responsibilities:

- Oversee the Tribe's farm program including all farm acres, facilities, and cropping systems, consistent with the direction of Tribal Council.
- Coordinate with Federal, State, local, and Tribal agencies, educational institutions, and other partners in providing financial and other support for development and continued productivity of the Tribe's farm program.
- Write and submit funding applications as appropriate.
- Assure the establishment and sustainability of farmlands and farm systems, including associated woodlands, wildlife, recreation, water, and miscellaneous use areas of the farm.
- Develop and/or revise strategic, operational, and financial plans to conserve, develop, maintain, and use potential farm lands, especially to maintain and/or increase their intrinsic and economic values.
- Produce reports to meet requirements of and obligations to funding agencies and other oversight entities; such reports may include environmental assessments, performance reports, plans, etc.
- Develop and implement annual budget; maintain program inventory
- Prepare reports and correspondence on technical items as requested.
- Supervise and assist field personnel in implementing field operations.
- Other duties as assigned.

Qualifications:

- Land management planning, supervisory, and financial management knowledge and experience.
- Ability to operate and maintain farm equipment.
- Basic computer skills.
- Good written and verbal skills.
- Grant writing experience.
- High School Diploma or GED required, related college/certificate training preferred.

Other Requirements:

- Maintain a flexible schedule (including weekends, evenings, and split workdays (if applicable)).
- Must hold a valid Driver's License.
- Background-Check Required
- Must pass pre-employment Drug-screen.
- Must comply with and enforce Drug-Free Workplace Policy.