

# AgriLife Position Description

Last reviewed: 04/20/06

9191  
FARMS MANAGER  
07/20/99

## SUMMARY

**General Description:** Directs all aspects of the Texas A&M University farm operations; responsibilities include administrative, financial, and personnel management, as well as physical management of crops and livestock.

## DUTIES

**Typical:** Oversees the daily operation of the farm; ensures adherence to all applicable federal/state laws, System, University and Experiment Station regulations and rules; prepares and presents annual report to Experiment Station administrators; selects crop mix, allocates acreage, designates crop varieties and selects the fields; designates planting rates, row widths; monitors weed and insect control; oversees general maintenance and repair of farm equipment; selects cultivating practices; supervises irrigation applications; selects improved pasture management practices; manages purebred Beef master cow/calf operation; designates breeding practices; monitors calving period, birth data collection, and calf identification; prepares/manages two annual operating budgets with different fiscal years; monitors monthly and year end financial statements; makes marketing decisions relative to sales of livestock and commodities; utilizes marketing tools such as forward contracting, basis contracts, cash sales, and other diversified techniques; analyzes profitability of farm enterprises; hires qualified personnel; conducts annual employee performance evaluations; works closely with Agriculture Program to furnish data to aid in the development of specialized agriculture analysis programs; other essential job related duties as required.

## SUPERVISION

**Received:** Occasional review from supervisor.

**Given:** General instruction and frequent review of work to farm workers, laborers, and other workers.

## EDUCATION

**Required:** B. S. degree in farm management or related field with five years experience in crop and livestock management.

## LICENSES, CERTIFICATES OR REGISTRATION

**Required:** State of Texas Class A@ vehicle operator=s license.

**Preferred:** Chemical applicator=s license.

## KNOWLEDGE, ABILITIES AND SKILLS

**Required:** Working knowledge of commonly used farm equipment, tools, and machinery.