

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**Farm Lab Technician  
Environmental Education Center (EEC)  
Agriculture  
Regular Part - Time Position (82.1%)  
Position Number 473200**

**General Description**

The Farm Lab Technician is under the general supervision of the EEC Coordinator in the Department of Agriculture. The EEC is a multi-purpose educational facility that includes 475 acres of farm and forest lands used to support a wide variety of APSU courses and projects. The incumbent is required to be on-call/on-farm 24/7 to respond to emergencies.

**Primary Duties and Responsibilities**

- Manage conventional farming operations on a day-to-day basis.
- Manage the APSU livestock herds and care for and check farm animals regularly.
- Maintain grounds and equipment at EEC.
- Maintain the EEC multi-media classroom and renewable energy lab and equipment.
- Supervise and train student employees.
- Maintain records of operations as directed by EEC Coordinator.
- Prepare orders for all necessary equipment and supplies; maintain EEC credit card account.
- Manage all pastures and hayfields for proper fertility, cutting and harvesting as necessary.
- Work with faculty, staff and students in planning and preparing for field activities and research at EEC.
- Maintain demonstration plots, conduct vegetation management in open field area; post "No Trespassing" signs.
- Assist faculty with demonstrations of select agricultural and environmental techniques to students in the classroom.
- Perform other job-related duties as assigned.

**Essential Functions**

- Ability to effectively use and maintain farm tools and equipment.
- Ability to perform manual farm duties.
- Ability to work flexible hours including nights and weekends.
- Ability to communicate effectively and appropriately.
- Ability to maintain confidentiality of records and information.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to detect and correct grammatical and spelling errors in written correspondence.
- Ability to maintain files accurately, in paper and in software programs.
- Ability to handle multiple tasks simultaneously.
- Ability to effectively supervise personnel and complete all associated personnel actions in a timely and accurate manner.
- Knowledge of farm planning and management including budgeting.
- Knowledge of regulations for proper animal maintenance as regulated by the Institutional Animal Care and Use Committee (IACUC).
- Knowledge of livestock management techniques.
- Knowledge of the operation of farm equipment and machinery (including biodiesel generator).

### **Minimum Required Qualifications**

- High school graduate or equivalent.
- Must be able to work flexible hours.
- Certification or training in regulations and requirements of Institutional Animal Care and Use Committee, USDA and NASS.

### **Additional Preferred Qualifications**

- Bachelor's Degree.

**IT IS A CLASS A MISDEMEANOR TO MISREPRESENT ACADEMIC CREDENTIALS**