

# Ohio Farm Bureau Federation

## Job Description

  X   Exempt

       Non-Exempt

Date Written   January 2019  

|                            |   |
|----------------------------|---|
| <b>Job Title:</b>          | <b>Program Specialist, Leadership Development</b> |
| <b>Person in Position:</b> |   |
| <b>Reports To:</b>         | <b>Senior Director, Leadership Development</b>    |
| <b>Department:</b>         | <b>Strategic Partners</b>                         |
| <b>Location:</b>           | <b>State Office</b>                               |
| <b>Pay Band:</b>           | <b>5</b>  |
| <b>Company Car:</b>        | <b>No</b>   |

**POSITION SUMMARY: Develop an effective Young Agricultural Professionals program, Youth Pathways program and Ag Literacy program.**

### Primary Duties:

- 1. Serve as a coordinator of the Young Ag Professionals and Collegiate Farm Bureau programs, with primary responsibilities to include:**
  - Coordination of YAP State Advisory Committee
  - Development of program objectives and goals in conjunction with YAP State Advisory Committee.
  - Coordination and facilitation of YAP program planning.
  - Coordination and facilitation of YAP contests in conjunction with the American Farm Bureau.
  - Develop and assist the growth of Collegiate Farm Bureau programs and contests at agricultural colleges.
  - Increase number of YMI members.
  - Integrate YAP programs with other OFBF leadership development programs.
- 2. Develop and execute programming to promote and encourage Youth Pathways into Ohio Farm Bureau and Leadership Development**
  - Coordinate and execute programming for Ohio Youth Capital Challenge, Ohio FFA Leadership Camp and Ohio FFA events (ie: state convention and state officer training).
  - Oversee the ExploreAg program in coordination with Ohio Farm Bureau Foundation and OSU Extension.
  - Coordinate efforts with the OFB Foundation to provide opportunities for YAP and Young Active membership and encourage a pathway into agricultural careers.
  - Create compelling and new programming to encourage YMI memberships.
- 3. Support initiatives that create dialogue and educational opportunities about food and agriculture.**
  - Develop Ag in the Classroom programming with AFBF resources.
  - Create compelling programming to promote ag literacy to nonagricultural audiences.

**Additional Duties:**

- Other assignments as assigned by the Vice President of Strategic Partnerships and Sr. Director of Leadership Development.

**MINIMUM EDUCATIONAL EXPERIENCE QUALIFICATIONS**

- **Bachelor's degree in business, agriculture, education or related field.**

**MINIMUM SKILL QUALIFICATIONS**

- **Strong organization and communications**
- **Experience in County Farm Bureau operations**
- **Experience in project management and training**

**PREFERRED QUALIFICATIONS**

- **Experience in volunteer management and engagement**

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Employee Signature

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Date

The employee's signature indicates that the description has been reviewed with the employee and that employee is aware of duties for which employee is responsible. Management has the right to change or add duties at any time.

MAW  
1/19