



MUNICIPAL POLICY HANDBOOK

CODE NUMBER: 1043

CATEGORY: Management & Organizational Functions

ROLE OF THE AGRICULTURAL SERVICE DEPARTMENT FARM PRODUCTION SPECIALIST

Background

Under the Administrative direction of the Director of Agriculture & Emergency Services, the Agricultural Service Department Farm Production Specialist will be responsible to promote the Agricultural Service Board as an industry leader in the field of agricultural extension and service. The Farm Production Specialist will ensure that the dialogue between Federal, Provincial and Municipal Agriculture departments is maintained and local producers are well informed of programs and technology transfer. This position will help the Service Board achieve its objective of protecting and promoting the growth of the Agriculture Industry in the Athabasca Region.

Roles & Responsibilities

General Duties:

1. To provide extension services to producers with the following disciplines:
 - Beef
 - Ration balances & nutrition
 - Marketing recommendations
 - Forage variety, fertility & harvest recommendation
 - Handling facility design, fence construction
 - Rental equipment coordination (weigh scales)
 - Silage technology
 - Grain & Oilseeds
 - Field inspections
 - Weed inventories
 - Insect & disease inventories
 - Market analysis
 - Specialty Crops Consultation
 - To attend & assist with annual inspection of Boyle Seed Cleaning Plant
 - Farm Management
 - Financial
 - Computer Technology

Effective

Policy Date: 02/04/09

Reference: Res. #02-193

Revision: Res. #06-460



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Role Description – Agricultural Service Dept. Farm Production Specialist (Continued . . .)

2. To facilitate information transfer to producers via the following mediums:
 - Media: Ag Page, Talk Radio (CKBA, CFCW, etc)
 - Community Hall Meetings, farm calls.
 - Scheduled events (Farm Women's Conference, NAPCA, Grain Club Tours.
3. To facilitate on-farm demonstration projects and applied research to enable transfer of technology at a local level.
4. To integrate with producer groups (Grain & Beef Club) to provide leadership, technical assistance and liaison with Agriculture Service Board.
5. To liaison with agribusiness and industry to provide producers with unbiased information.
6. To assist with community, school and extension programming in the areas of:
 - Agriculture in the Classroom.
 - Shelterbelts, Arboriculture, Horticulture
 - 4-H Programs
 - Public Awareness of Agriculture

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