



**CLASSIFIED**  
**Job Classification Description**  
Equal Employment Opportunity

MADERA UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION  
APPROVED MOTION NO. 63-2023/24  
DOCUMENT NO. 52-2023/24  
DATED: 02/21/2024

**AG FARM OPERATOR**

**DEPARTMENT/SITE:** School Site

**SALARY SCHEDULE:** Classified Bargaining Unit

**SALARY RANGE:** 28

**WORK CALENDAR:** 261 Days

**REPORTS TO:** Vice Principal

**FLSA:** Non-Exempt

**PURPOSE STATEMENT:**

Under the general direction of the Vice Principal, the Ag Farm Operator oversees the operation of the school farm, as directed; performs a variety of semi-skilled tasks independently in the production of crops and care of livestock; assists in the maintenance and repair of structures, related physical facilities, and equipment; performs general custodial and grounds maintenance duties to ensure students have a safe, attractive, comfortable, and clean place in which to learn and develop. The incumbents in this classification provide the school community with activities in support of the school farm which directly supports student learning and achievement.

**DISTINGUISHING CHARACTERISTICS:**

Positions in this class operate the school farm, performing specialized duties in the production of crops, care of livestock, and maintenance of farm facilities. This class differs from the Head Custodian classes that are responsible for overseeing the general custodial duties on a school campus.

**ESSENTIAL FUNCTIONS, DUTIES, AND TASKS:**

*The following alphabetical list of functions, duties, and tasks is typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform other closely related or department-specific functions, duties, and tasks from those set forth below to address business needs and changing business practices.*

- Assists agriculture instructors in the pick-up and delivery of livestock, feed, and supplies.
- Assists agriculture staff in the maintenance of livestock barns/areas, horticulture facilities, pasture grounds, and storage areas.
- Assists classroom teachers in agricultural laboratory situations, including supervision and/or transportation of students.
- Assists with the operation and repair of various systems, including irrigation, feed delivery, and environmental controls.
- Irrigates trees and row crops, sugar testing of fruit.
- Lives in District-owned mobile home located on school farm site; watches over the farm to prevent vandalism and/or destruction of property.
- Maintains a record of time accounting, work completed, practices and services performed, and materials used for various projects.
- Maintains appropriate confidentiality related to the status of students and program activities.
- Manages the farm in the absence of students and/or agricultural staff.
- Manages the feed and health care of all species of livestock; handles livestock in a husbandry-like manner.
- Operates a forklift or pallet jack for loading, unloading, shipping, and receiving warehouse items or materials.
- Operates and performs light general maintenance on equipment including tractors, power mowers, sprayers, and other labor-saving devices; coordinates with district personnel to ensure regular maintenance

or repair is performed on department vehicles/trailers.

- Operates power tools and standard farming equipment, and pressure washes buildings.
- Participates in weekly agriculture department meetings to plan and develop duty lists and present reports on duties performed or required.
- Perform semi-skilled labor in the production of row, vine, tree, and horticultural crops; cultivates, plants, fertilizes, and harvests annual and perennial crops; applies pesticides, herbicides, fungicides, and performs pest control, including chemical and cultural control of pests; maintain records related to practices/services performed.
- Reads and interprets blueprints and designs.
- Repairs, maintains, and assists in the construction of farm fencing, livestock structures, and buildings.
- Weekly work schedule may be flexed during seasonal farm crop spraying to ensure safety on school grounds.
- Performs other related duties as assigned for ensuring the efficient and effective functioning of the work unit and the District, including various mandatory District trainings.

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

*(At time of application)*

#### **Knowledge of:**

- Methods, practices, techniques, and materials used in diversified farming operations, including cultivating, planting, irrigating, fertilizing, and harvesting crops, and raising a variety of livestock
- Methods and materials used in chemical and cultural control and eradication of diseases and pests
- General custodial, grounds maintenance, and a variety of trade skills related to farming equipment and structures (e.g., carpentry, plumbing, electrical, welding)
- Use and operation of a variety of hand tools, power tools, and heaving equipment used in farming
- Repair, maintenance, and construction of fencing, livestock facilities, and buildings
- Basic operation of a computer and assigned software
- Basic math, including calculations using fractions, percentages, and/or ratios
- Health and safety practices and procedures used in farming operations, including proper lifting techniques

#### **Skills and Abilities to:**

- Operate heavy farming equipment, such as trucks, tractors, implements, loaders/backhoes, forklifts, and other labor-saving devices
- Operate hand tools, power tools, and other standard equipment
- Determine facility maintenance problems, and complete semi-skilled repairs utilizing a variety of trade skills (e.g., carpentry, plumbing, electrical, welding)
- Read, write, and communicate clearly in English
- Understand, follow, implement, and give oral and written directions in English
- Establish and maintain cooperative working relationships with staff, students, administration, parents, and the public
- Plan and organize work, and adapt to changing work priorities
- Operate a computer and assigned software
- Maintain accurate record of time and materials used,
- Work independently and exercise sound judgment
- Learn, appropriately apply, and adhere to district policies, procedures, and other regulations related to the position, and contribute to the successful fulfillment of the District Mission
- Learn and apply current technology to assigned duties
- Maintain timely, regular, and consistent attendance at work
- Physical stamina sufficient to maintain a strenuous work schedule
- Observe health and safety regulations

- Maintain certifications and ongoing training

### **RESPONSIBILITY:**

Responsibilities include working under general direction, using standardized methods and/or procedures, providing information and/or advising others, and operating within a defined budget. Utilization of some resources from other work units may be required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

### **JOB QUALIFICATIONS / REQUIREMENTS:**

*(At time of application and in addition to the Knowledge, Skills, and Abilities listed above.)*

### **EDUCATION REQUIRED:**

High School Diploma or equivalent.

### **EXPERIENCE REQUIRED:**

Two (2) years of progressively responsible work in the management of a farm.

### **LICENSE(S) REQUIRED:**

- Valid, current California Driver's License to drive to various locations and transport equipment and materials.
- Qualified Applicator License (QAL) - must be obtained within 6 months from date of hire
- Valid Forklift Operator Certificate (must be obtained within six (6) months of employment)

### **CERTIFICATIONS AND TESTING REQUIRED:**

- Pass the District's applicable proficiency exam for the job class with a satisfactory score
- After an offer of employment, obtain:
  - Criminal Justice and FBI Fingerprint Clearance
  - Negative TB test result plus periodic post-employment retest as required (currently every four years)
  - Pre-employment physical exam (C) through the District's provider at the District's expense
  - Enrollment in the Department of Motor Vehicles Employer Pull Notice Program and submission of a current DMV driving record printout

### **WORK ENVIRONMENT / PHYSICAL DEMANDS:**

*(Must be performed with or without reasonable accommodations)*

- The job is performed indoors and outdoors under extreme temperature variations and hazards such as driving a vehicle, working with small and large farm animals, a variety of heavy-duty farm equipment, and power tools, and regular exposure to fertilizers, fungicides, herbicides, pesticides and other hazardous materials, dirt, dust, fumes, unpleasant odors, and/or loud noises
- Visual acuity to see to drive, view a computer screen and read a variety of materials
- Distinguish colors and odors.
- Significant dexterity of hands and fingers to operate a computer, a variety of office and farming equipment, power tools, and manipulate objects (fine manipulation, simple grasping, and power grasping)
- Normal manual dexterity and eye-hand coordination to operate power and motorized equipment using both hands.
- Hearing and speaking to exchange information on the radio, by phone, or in person
- Sitting, standing, or walking for extended periods of time
- Regular lifting, carrying, pushing, pulling, and/or moving moderate to heavy objects
- Reaching overhead, above the shoulders, and horizontally to retrieve and store athletic equipment and supplies
- Bending at the waist, kneeling, crouching, and crawling
- Climbing, balancing, and working at heights
- Heavy manual labor