

## ACS Planner

### **Mission**

The mission of this position is to develop and support farm plans that compliment each farm's agronomic practices and result in a strong compliance position for the farm, along with efficient nutrient management and reduced environmental risk from their operation.

### **Reports to**

ACS Manager

### **Essential Job Functions**

- 1) Achieve and maintain the certifications, training, and credentials necessary to create the plans ACS markets as agreed to with the ACS Manager.
- 2) Build and maintain professional relationships with agency staff that result in ACS clients being viewed as well represented for compliance purposes, ACS being viewed as a responsible and competent company, and the agencies being glad to see ACS involved in their planning work.
- 3) Use ACS software and work with service managers to create and deliver each farm plan deliverable on time as defined in each product's deliverables schedule.
- 4) Work with clients in a way that results in their having confidence that their environmental compliance position is strong and that they can rely on ACS to help keep their farming operations productive and within the bounds of environmental regulations.
- 5) Help build ACS through supporting other staff's efforts where applicable, participating in ACS meetings and conference calls and making recommendations to ACS management for ways we can improve our operations and the value we provide our clients.
- 6) Handle all administrative work for ACS in a timely and complete manner. Submit expense reports promptly and with all receipts.
- 7) Look for opportunities ACS can improve its compliance and crop management services that result in increased profitability for ACS, or improved environmental compliance and cropping integration for the farm.
- 8) Maintain company equipment in a way that optimizes its functional life, and projects ACS as an organized, professional organization to all who see it. Operate equipment and perform job functions following prescribed safety protocols.
- 9) Work from a prioritized plan.

### **Minimum requirements**

BS in Agronomy, Environmental Science, or related area