



JOB DESCRIPTION

Job Title: Director of Clam & Oyster Farming

Compensation: A salary of \$70,000 to \$90,000 depending on qualifications, potential for earning bonuses, and a company vehicle for job use.

Accountability: Executive Management

Taylor Shellfish Farms is one of the largest producers of farmed shellfish in North America. The company is quickly growing in sustainable shellfish farming with new techniques and innovative growing methods.

POSITION DESCRIPTION

This director position is responsible for coordinating and directing Farm Managers to optimize each farm's production while meeting the company's production schedules. Work hours will be balanced between administrative duties and tidal cycle demands. In addition to office hours, this position will require most daylight tides and half the night tides to be worked. This position will be based out of the Taylor Shellfish Farms headquarters in Shelton, WA. More specific duties include the following:

MAJOR AREAS OF RESPONSIBILITY

- Advise Farm Managers on crops and farm management. This includes species grown, crop rotation, farming practices, inventorying and harvest techniques.
- Help educate Farm Managers to improve their managerial skills and farming knowledge.
- Set farm goals and evaluate Farm Manager performance yearly.
- Work with Executive Management and Farm Director team to forecast and schedule crops from the farms to the processing plant.
- Assist in monthly farm budgeting processes.
- Review and analyze farm financials monthly to best run the farms profitably.
- Ensure Farm Managers are maintaining farm, maintenance, HR, ECOP (environmental codes of practice) & safety records. Ensure Farm Managers enforce company rules, policies, and safety procedures for their crews.
- Work with the executive team and Farm Managers to develop and facilitate the success of new policy / technology implementation.
- Coordinating - working with other directors to coordinate crews and equipment to maximize company efficiency.
- Represent Taylor Shellfish and your farming division at meetings. This could be within the company, industry, governmental, or community groups.
- Work with Farm Managers to develop long range plans for each farm.
- Help field a whole menagerie of shellfish related questions and phone calls.
- Participate in company events, as needed.

Revised 9/18/2017



REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- College Degree preferred
- 3+ years of aquaculture farm management experience required
- Team and Individual leadership skills. Demonstrated ability to lead and motivate a crew of 5-15 individuals.
- Ability to develop and maintain a budget for a profitable operation
- Well organized, detail oriented and strong planning skills
- Strong communication skills (both verbal and written)
- Ability to work independently, at times with little direction
- Strong and sound decision making skills
- Proficiency in: Microsoft Office – Word, Excel, Outlook
- Strong technology understanding: ability to learn and work with both mobile and computer technologies.
- Regular, reliable, predictable attendance
- Ability to work outdoors in ALL weather conditions
- 40 – 50 hours per work week. Time of day is variable with the tides, and often includes full or partial weekends.

JOB & SAFETY REQUIREMENTS

- Must have Wash. State boaters card and valid driver's license with clean driving record to qualify for company insurance policy.
- 21 years or older.

PHYSICAL DEMANDS

- Ability to sit, stand and/or walk on uneven terrain up to 8 hours per day.
- The employee may be required to stoop, bend, kneel, twist, and squat 30 percent of the time
- The employee needs to be able to lift up to 50 lbs. (Regularly required to exert up to 20lbs or force, frequently required to exert up to 50 lbs. of force, occasionally required to exert up to 125 lbs. of force).
- The vision requirements include: close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.
- Must be able to speak and hear well enough to communicate with co-workers, supervisors and managers.
- Must be able to use hands for repetitive simple grasping, pushing, pulling and fine manipulation.
- Must have agility and balance to safely climb on machines, boats, etc.
- Ability to drive approximately two hours per day to multiple locations.



BENEFITS

Here at Taylor Shellfish we offer health insurance for the employee and their family with incredibly low premium costs and annual deductibles. We offer dental, vision, plus an excellent 401K program with 100% match up to 5% of the employee's gross income. We also offer paid time off, which starts to accrue immediately and gives you a whole week of paid time off in the first year (dependent on hours worked), plus 6 paid holidays a year. Additional benefits include amazing company discounts, paid training through the company, a tuition reimbursement program and options for a flex spending and dependent care account.

Cover letter and resume due by October 20th at 5PM. Please submit to Courtney Hansen at courtneyh@taylorshellfish.com or by mail to Taylor Shellfish Headquarters and address to Courtney Hansen.