

## **Forage Research Coordinator**

Gateway Research Organization (GRO) is an innovative, producer-driven, non-profit research organization that conducts agriculture research, demonstrations and extension services for producers in the Northwest region of Alberta. GRO is based out of Westlock, Alberta and provides support to the surrounding counties. We initiate and perform work in all areas of agriculture, focusing on cereals, pulses, oilseeds, forages, livestock, and soil health.

The Forage Research Coordinator supports GRO's livestock, forage, and small-plot research portfolio. This role leads forage demonstration projects, supports social media and communications, assists with producer engagement, and contributes to the expansion of GRO's digital research library.

If you enjoy implementing new ideas, and collaborating with energetic people and producers, then this is the job for you!

### **Key Responsibilities:**

- Lead small-plot forage and silage trials (planning, layout, data collection, maintenance, records and reporting)
- Assist with small-plot resource planning and site maintenance
- Collaborate on livestock/pasture research and demonstration efforts
- Assist with social media posting, event communications, and building the digital research library
- Assist with field day demonstrations, pasture walks, and extension events
- Adhere to safety requirements and be a leader of safety culture at GRO
- Accountable and transparent financial planning for projects, approved by manager and board members
- Represent GRO positively and professionally in the workplace, community and elsewhere

### **Required Qualifications:**

- Degree or diploma in agriculture, or related fields
- Experience in forage or livestock systems is an asset
- Strong communication skills and interest in producer engagement
- Ability to operate small-plot or field equipment and transport to field
- Strong organizational skills and willingness to work outdoors
- Experience with Microsoft 365 and adaptive to new technologies
- Valid class 5 license



Job details:

- Regular hours are Monday to Friday, 8:30-4:30 pm including a 30 min paid lunch
- Occasional weekends, and overtime may be required

This is a full-time permanent position. The salary is dependent on experience. Health & Dental benefits are available. There is a 3-month probationary period.

Please direct any inquiries to Andria Carlyon at [manager@gatewayresearch.org](mailto:manager@gatewayresearch.org), or send a complete resume, including a cover letter, stating qualifications and experience. This competition will remain open until December 31, 2025.