

Manager - State Evacuation Shelter and Dewitt Livestock
Facility
LSU AgCenter

Direct Link: <https://www.AcademicKeys.com/r?job=254177>

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Posted Mar. 6, 2025, set to expire Nov. 9, 2025

Job Title	Manager - State Evacuation Shelter and Dewitt Livestock Facility
Department	Rapides Parish
Institution	LSU AgCenter Alexandria, Louisiana
Date Posted	Mar. 6, 2025
Application Deadline	Mar. 20, 2025
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Agricultural - General
Apply Online Here	https://lsu.wd1.myworkdayjobs.com/LSU
Apply By Email	
Job Description	

POSITION VACANCY ANNOUNCEMENT

The LSU Agricultural Center is a statewide organization with offices in every parish of Louisiana. We are currently seeking extraordinary candidates for the position outlined below. This position will be domiciled in Alexandria, Louisiana, Rapides Parish.

About the LSU Agricultural Center: The [LSU AgCenter](#) is one of 8 campuses within the LSU enterprise. The LSU AgCenter includes the Louisiana Agricultural Experiment Station, which conducts agricultural-based research, and the Louisiana Cooperative Extension Service, which extends the knowledge derived from research to the people of the state. The AgCenter is headquartered in Baton

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Rouge and has 12 academic departments and five regions which are made up of 15 branch research stations and an extension office in each parish. More information can be found at www.lsuagcenter.com.

Position Description: The Manager – State Evacuation Shelter and DeWitt Livestock Facility position's primary purpose is operation and management of the State Evacuation Shelter and DeWitt Livestock Facility. This position reports to the Central Region Director. Specific duties are as follows:

- Work with Central Region Director, Director of LSU AgCenter Facilities Planning, other LSU AgCenter personnel, and government and state agencies to ensure the State Evacuation Shelter is operational when activated for an emergency.
- Work with and through the Central Region Director and Director of LSU AgCenter Facilities Planning to maintain records associated with both facilities, facilitate repairs and maintenance of both facilities, and oversee the safety programs for both facilities.
- Network with clientele groups and community partners as needed.
- Work with the Central Region Director and Administrative Coordinator 4 to schedule LSU AgCenter and public events at both facilities.
- Supervise 1 to 3 classified and/or non-classified employees daily.
- Monitor and maintain facilities after hours and on weekends as needed.

Minimum Qualification Requirements: A Baccalaureate degree is preferred but not required. Experience in the public sector and/or a university setting is desirable. The ability to effectively communicate and work professionally with partner agencies, clientele groups, and the public is required. Effective administrative and organizational skills, along with strong computer skills are required. Experience and knowledge of industrial and/or mechanical and HVAC equipment is preferred. Experience with electrical and plumbing systems is preferred.

LSU and the AgCenter are dedicated to fostering an environment where our employees feel appreciated for their skills and individual qualifications. If a candidate does not meet the minimum qualifications listed but has other qualifications or substantial experience related to the key responsibilities, we encourage them to apply (per La. RS 42:36).

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Date Available: Upon completion of the selection process.

Application Deadline: March 20, 2025, or until a suitable candidate is identified.

Application Procedure: Qualified candidates must apply online at <https://lsu.wd1.myworkdayjobs.com/LSU> (or through Workday for internal applicants) by attaching file(s) containing a curriculum vita, a letter of application, official university transcripts, and two letters of reference. Questions about the online application system should be directed to the HRM Office at 225/578-0324 or hrmhelp@agcenter.lsu.edu. (Paper, faxed, or emailed application materials will not be accepted.) In lieu of attaching the letters of reference, they may be sent directly to:

Dr. Daniel Stephenson

Director – Central Region

8105 Tom Bowman Drive

Alexandria, LA 71302

Email: dstephenson@agcenter.lsu.edu

Phone: 318-473-6520

Website: www.lsuagcenter.com

The LSU Agricultural Center is a statewide campus of the LSU System and provides equal opportunities in programs and employment.

Contact Information

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Please reference Academickeys in your cover letter when
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Contact

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