

JOB DESCRIPTION: Flying D Property Manager

Employer: Turner Enterprises, Inc.
Job Title: Flying D Property Manager

Location: Bozeman, Montana

Division: Flying D Ranch

Home Department: Land

Reports To: Jeremy Gingerich, Director of Ranch Operations

FLSA Status: Exempt

Position Type: Full Time / Benefits Eligible

Housing Provided: Yes

Position Duration: January 1, 2022 to Open-Ended

Supervisory Position: Yes

Uses Time & Attendance: No

Time & Attendance Supervisor: N/A

Prepared By: Jeremy Gingerich

Prepared Date: October 15, 2021

TURNER RANCHES SUMMARY

Turner Ranches are collectively known as the largest and most progressive bison operation in the world. We stand at the forefront of research, innovation, conservation, and production in the bison industry.

The mission statement: *To manage Turner Lands in an economically sustainable and environmentally sensitive manner while promoting the conservation of native species and habitats* directs our balanced stewardship of the land while integrating conservation and commerce.

We are passionate about improving land health and diversity through regenerative grazing practices and conservation management. Our ranches are a model of sustainable ranching practices throughout the western United States. Low-stress livestock handling is an important component of how we promote the ethical and moral treatment of our animals. Our diverse team consists of veterinary, wildlife biology, ecology, range management, ranch management and hospitality professionals who provide a unique balance of knowledge and insight into the stewardship of our properties. We provide an atmosphere where employees can grow and progress through work experience, training and community involvement.

If you are passionate about sustainable ranching and conservation, come help us make a difference and be part of something great!

LOCATION SUMMARY

The Flying D Ranch, comprising 113,613-acres in the Gallatin and Madison Valleys and foothills of southwest Montana, is one of the largest contiguous ranches in Montana. The Flying D is managed within the context of the greater Turner mission, producing bison, farming, and outfitting revenue while providing critical wildlife habitat and migratory corridors. The ranch provides a variety of year-round recreational opportunities for the Turner family and guests.

Operations Summary

The Flying D Ranch operations include an extensive rangeland bison operation of approximately 2,000 breeding females, a Management-Intensive Grazing (MIG) operation to grow and/or grass-finish bison, an on-ranch grain-finished bison operation with a capacity of 1,400+ head, and a farming operation encompassing approximately 2,500 acres, 1,500 irrigated and the balance in dryland.

The Flying D Ranch markets bison through Turner Enterprises supply chain, through a mixture of grass finished and grain-finished outlets. A current initiative is to grow the ranch's bison and farming operations concurrently to a more regenerative model.

The Flying D ranges from steep timberland on the south end, to rolling meadows in the central portion, to high-rolling bench topography on the north end. The Flying D harbors an abundance of species, including all large North American mammals. The ranch is home to established populations of mule deer, white-tailed deer, Rocky Mountain elk, Rocky Mountain gray wolf, Shiras moose, pronghorn antelope, black bear, mountain lions and badgers, among others. The Flying D ranch supports native trout fisheries and offers world-renown trophy hunting opportunities.

The Ranch headquarters is in Gallatin Gateway, 12 miles southwest of Bozeman, Montana. Gallatin Gateway has a K-8 school which has an average class size of ~20 students. Gallatin Valley's population is >100K and has all essential services available.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Position Summary:

Turner Enterprises is seeking a property manager who is passionate about, and experienced in, applying innovative ranching principles and practices (including regenerative agriculture and holistic management) to increase profitability, promote biodiversity, enrich soils, improve watersheds, and enhance whole ecosystem function. The successful manager will lead and develop a team dedicated to integrating a progressive and profitable agricultural operation into a largely wild landscape.

The Flying D Ranch Property Manager (Manager) is based at the Flying D Ranch. The Manager oversees Flying D Ranch facilities, infrastructure, and equipment, and coordinates and leads all ranch operations and activities.

This is a working manager position.

The Manager will work closely with Flying D Ranch staff, the TEI Bozeman office (VP of Ranch Operations, Director of Ranch Operations, Endangered Species Director, Wildlife Director, Aquatics Biologist, and Veterinarian), and the other TEI ranch managers. The Manager will interact with ranch guests, including the Owner and family, the TEI Atlanta office (CEO, CFO, CAO, Controller, Human Resources and Risk Management), and outside legal counsel and consultants. The Manager will report to the Director of Ranch Operations.

Flying D Ranch Mission Statement:

The Flying D Ranch will be the innovator and standard setter for TEI Ranches, establishing the benchmark for economic profitability, sustainability, and innovative ecosystem management. [2009]

Core Competencies:

- Dynamic Leadership
- Extreme Ownership
- Strategic Thinking and Planning
- Team Building and Alignment
- Range Livestock, Farming and Livestock Finishing Production emphasizing Animal Welfare and Excellence in Stockmanship
- Management of complex landscapes and organizations
- Visionary Thinker and Communicator

Position Core Functions:

1. Ranch Team Leadership and Development
2. Leading and Directing ranch operations for the following Flying D Ranch divisions: Land, Bison, Heavy Equipment, Direct Farming, Wildlife/Hunting, and Forestry.
3. Analysis of ranch operations and strategic planning and implementation for enhancement of profitability and ecological stewardship.
4. Developing and overseeing Flying D budgets with the Director of Operations.
5. Maintaining accurate and impeccable bison and other records.
6. Completion, review, and submission of multiple Monthly Reports of Ranch Operations to Bozeman Administration (Property Report, Bison Placement Report)
7. Development, Management, and Adherence of the Flying D Ranch Operating Budget (\$8M) and Capital Budget (\$400k).
8. Negotiating, writing and administration of Independent Contractor Agreements.
9. Lead representative of the Flying D Ranch on: Human Resources matters (recruiting, hiring, coaching, discipline); contractual issues; community; neighbor; county; state; issues
10. Leading, with the Director of Ranch Operations, "Working on The Business" (WOTB) sessions – annually for each Flying D Ranch Division and providing quarterly review and follow-up and refinement of Action Plans.
11. Coordinating Ranch operations with Flying D Hospitality and Ted Turner Expeditions operations.

Other Duties and Responsibilities

1. Mentorship and development of Flying D personnel
2. Execute performance reviews of all direct reports
3. Coordination with Montana State University Dan Scott Ranch Management Program to provide internship opportunities, and other universities as appropriate.
4. Willingness to serve as a Wildland Firefighter for Prescribed Burns and Wildfire Suppression
5. Other duties, projects or assignments from the Director of Ranch Operations as necessary.

SUPERVISORY RESPONSIBILITIES

This job has supervisory responsibilities of full-time (9) and seasonal (4-6) employees. (Presently).

COMPETENCIES AND CHARACTERISTICS

Job Specific Competencies:

1. Leadership of multiple supervisors
2. Positive representation of a high-profile ranch operation to the community (contractors, customers, agencies, etc.)
3. Able to effectively promote a team environment and coordinate multiple projects simultaneously in a collaborative manner.
4. Broad experience managing livestock in extensive and remote ranching locations using excellent Stockmanship.
5. Excellent verbal, written, and organizational skills.
6. Excellent time management skills and ability to work independently at remote locations with minimal supervision, assistance or resources.

Specific Skills/Abilities:

- Ability to safe ride ATVs/UTVs for ranch operations and herding bison.

- Excellent communication and teamwork skills, with ability to apply relationship skills, diplomacy, and common sense/wisdom to a wide variety of problem-solving situations.
- Ability to effectively utilize Microsoft Suite of programs, specifically: Excel, Access, Word, PowerPoint, Teams, and Outlook.
- Ability to analyze challenges and opportunities and make sound recommendations and decisions.
- Must be able to perform required duties in a safe and self-reliant manner.
- Must be willing and able to perform manual as well as administrative tasks.
- Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; works well alone.
- Project Management - Coordinates projects, communicates changes and progress; Ability to meet deadlines
- Teamwork - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests.
- Judgment - Exhibits sound and accurate judgment.
- Motivation - Demonstrates persistence and overcomes obstacles; Takes calculated risks to accomplish goals.
- Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently.
- Communication – Effectively communicates through verbal, written, and electronic forms.
- Professionalism - Reacts well under pressure; Accepts responsibility for own actions; Follows through on commitments; Represents the ranch and TEI in a professional and respectful manner.
- Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality.
- Safety and Security - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly. Wears appropriate PPE.
- Wilderness First Aid certification.

ACCOMMODATIONS

Housing provided on the Flying D Ranch.

EDUCATION AND/OR EXPERIENCE

Education: Graduate degree preferred; minimum of undergraduate degree in natural resource management, business, agriculture, animal science, rangeland ecology, wildlife ecology, or related field.

Minimum experience: 5 years directly-related experience, including budgetary responsibilities, and leadership and supervision of operational programs that demonstrate an ability to establish and perpetuate a positive team effort.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.

MATHEMATICAL SKILLS

Ability to use Microsoft Excel to formulate complex formulas, graphs, and tables. Ability to add and subtract 7-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.

CERTIFICATES, LICENSES, REGISTRATIONS

This position requires operation of a vehicle, and candidate must possess a valid Driver's License or be able to obtain one within 30 days of employment. Driving record must meet the standards and requirements of the Company and the Company's insurance carrier.

The position requires Wilderness First Aid certification within 6 months of hire.

OTHER QUALIFICATIONS

- Must adhere to Company and Ranch policies and procedures, which are included in the Company's Employee Handbook.
- Must present documentation establishing both identity and employment authorization within three days of hire, pursuant to federal law.
- May be subject to undergo pre-employment drug test, (after offer is given but before applicant has commenced work). Random drug test are given throughout the year.
- The Company operates as a drug free/smoke free workplace. Smoking is not allowed on the ranch property, to include but is not limited to: Company property, Company housing, Company vehicles, Company offices or on Company machines.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to stand; walk; use hands to finger, handle, dig with various tools, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. The employee is frequently required to saddle and ride horses. The employee may be required to drive an ATV or UTV. The employee is occasionally required to sit. The employee may regularly lift and /or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. Must be able to perform physical labor for extended periods of time.

WORK ENVIRONMENT

This position will require driving a Company or personal vehicle to exercise guiding and other duties. A cell phone is provided for communications.

The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts; outside weather conditions; extreme cold and extreme heat. The employee is frequently exposed to high, precarious places and fumes or airborne particles. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually low to moderate.

While performing the duties of this job, the employee must be alert and aware of dangers that are present while working on a ranch and its surroundings.

In accordance with applicable law, the Company will reasonably accommodate any disabled individual who requests an accommodation that will allow him/her to perform the essential job duties or functions of his/her position. Accommodation inquires must be made to the Company's Human Resources Department for consideration.

Turner Enterprises, Inc. is an Equal Opportunity Employer and a Smoke Free/Drug-Free Workplace.

For more information, and to apply online, visit <https://www.tedturner.com/about/career-opportunities-2/>.