



5151 Reed Road, Suite 126-C  
Columbus, Ohio 43220  
Phone: 614-326-7520  
Fax: 614-326-7519  
www.4Rcertified.org

## CALL FOR 4R NUTRIENT STEWARDSHIP CERTIFICATION PROGRAM AUDTOR APPLICATIONS

The Nutrient Stewardship Council, on behalf of the 4R Nutrient Stewardship Certification Program, seeks to contract with consultants as 4R Nutrient Stewardship Certification Program Auditors.

The 4R Nutrient Stewardship Certification Program was officially launched on March 18, 2014, and includes specifications for best practices for nutrient management for nutrient service providers in and around the Lake Erie Watershed, with the goal of long-term improvement of Lake Erie's water quality.

---

Details regarding qualifications are listed on page two of this posting. Interested candidates should complete the application and conflict of interest form and send, along with their resume, to:

**Email:** [aallman@oaba.net](mailto:aallman@oaba.net)

**Subject Line:** Auditor - 4R Nutrient Stewardship Certification Program

**Mail:** Ohio AgriBusiness Association, Attn: Andrew Allman  
5151 Reed Rd. Suite 126C, Columbus, Ohio 43220

**Applications will be accepted through August 14, 2015.**

---

### **Background**

The 4Rs of Nutrient Stewardship refer to using the Right Source of nutrients at the Right Rate and Right Time in the Right Place. 4R Nutrient Stewardship provides a science-based framework for plant nutrition management while also considering site-specific needs of a particular farm.

In creating the 4R Nutrient Stewardship Certification Program, the 4R Advisory Committee has sought to provide guidance and direction for a consistent, recognized certification program for agricultural retailers, agricultural service providers, and certified professionals to help ensure that 4R nutrient sustainability goals are adopted and lead to long-term positive impacts on water quality in the Lake Erie Watershed.

The 4R Nutrient Stewardship Certification Standards are based on the best available science for nutrient recommendations and application and encourage the adoption of 4R Nutrient Stewardship. The Standards also include education and record keeping components to ensure that new practices related to nutrient stewardship are adopted by nutrient service providers and shared with their grower customers.

The 4R Nutrient Stewardship Certification Standards apply to nutrient service providers, including agricultural retailers, agricultural service providers, and certified professionals. Having the third-party auditor provide an evaluation of implementation of the 4R Standards provides an immediate feedback to the nutrient service provider and credibility to the 4R Nutrient Stewardship Certification Program.

## **Position Duties**

- Conduct onsite and/or desk audits based on the 4R audit requirements and provided training of nutrient service providers in Indiana, Michigan and Ohio.
- Create audit report packages for submission to nutrient service providers and the Nutrient Stewardship Council (NSC).
- Review Corrective Action Plans submitted by nutrient service providers, as necessary.
- Communicate clearly, both orally and in written form, and in an unbiased and ethical manner with nutrient service providers and the NSC.
- Travel to nutrient service provider locations required.
- Work cooperatively with nutrient service providers, Program Administrator and NSC members.
- Ability to make comprehensive and consistent decisions while reviewing audit data, both onsite and during the audit report compilation phase.
- Provide complete, prompt deliverables within the timelines of the audit process.
- Function productively as a member or leader of a work team.

## **Qualifications**

### **Education and Experience**

#### *Minimum:*

- College degree (may be an associate degree or certificate) and applicable work experience in the agriculture sector,
  - AND/OR at least 10 years of experience in the agronomic services industry;
  - AND/OR experience conducting third party audits in the context of environmental sustainability or agriculture.

#### *Preferred:*

- Ability to review and critique GIS information.
- Demonstrated experience in nutrient management.
- Certified Crop Adviser in good standing, provided there is sufficient evidence of no conflicts of interests associated with consulting activities.
- Other related and current professional certificates.
- Clear and concise communication skills, both in oral and written form.
- Proficiency in Microsoft Office suite and Adobe Acrobat.

### **Training**

#### *Minimum:*

Training in all of the following areas:

- Agricultural production systems; and,
- Basic principles of auditing and inspection.

#### *Preferred:*

Training in any of the following areas:

- Relevant ISO Standards (e.g., ISO 19011, ISO 9001, ISO 14000, etc.);
- Nutrient management;
- Good Agricultural Practices (GAP); or,
- 4R Nutrient Stewardship.

***It is preferred candidates be located in Indiana, Michigan or Ohio. Contract position noted.***

---

### **Questions?**

Contact Andrew Allman, Executive Director of the Nutrient Stewardship Council, at (614) 326-7520 ext. 1 or by email at [aallman@oaba.net](mailto:aallman@oaba.net).

Additional information about the principles and practices of 4R nutrient stewardship can be found online at: <http://4Rcertified.org>.

## 4R Nutrient Stewardship Certification Program AUDITOR APPLICATION FORM



Please fill out this form and send with resume and Conflict of Interest Declaration to:

**Attention:** 4R Nutrient Stewardship Certification Program

**Email:** [aallman@oaba.net](mailto:aallman@oaba.net)

**Mail:** Ohio AgriBusiness Association, 5151 Reed Rd. Suite 126C, Columbus, OH 43220

**Questions?** Contact Andrew Allman, Executive Director of the Nutrient Stewardship Council, by phone at (614) 326-7520 ext. 1 or by email at [aallman@oaba.net](mailto:aallman@oaba.net) and/or visit [www.4Rcertified.org](http://www.4Rcertified.org).

CONTACT INFORMATION			
Name			
Address			
Phone Number	Cell:	Office:	Other:
Email			
EDUCATION			
<i>Please indicate the highest level of education that you have attended:</i>			
<input type="checkbox"/> high school diploma <input type="checkbox"/> 2 year college <input type="checkbox"/> 4 year college <input type="checkbox"/> Graduate school <input type="checkbox"/> Other:			
High School			
Name:	Location (city and state): City, State		
Attended from:	to:	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
College			
Name:	Location (city and state): City, State		
Attended from:	to:	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Degree type and subject (e.g., Bachelor of Science (BS) in Agronomy):			
Graduate School			
Name:	Location (city and state): City, State		
Attended from:	to:	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Degree type and subject (e.g., Master of Arts in Education):			
Other			
Name:	Location (city and state): City, State		
Attended from:	to:	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Description:			
Relevant Trainings (e.g., Certified Crop Adviser, nutrient management, ISO 9001, other professional certifications, etc.)			
<i>Please include below any relevant trainings that you believe contribute to your ability to be a 4R Auditor:</i>			
Training Title/Description		Dates Attended	
		to:	
		to:	
		to:	

	to:
	to:
Other (if more than 5):	
<b>EXPERIENCE</b>	
<i>Please list below all employers from the past 5 years:</i>	
<b>Employer 1</b>	
Name of Employer:	Job title:
Employed from: to:	Reason for leaving (if applicable):
<b>Employer 2</b>	
Name of Employer:	Job title:
Employed from: to:	Reason for leaving:
<b>Employer 3</b>	
Name of Employer:	Job title:
Employed from: to:	Reason for leaving:
<b>Employer 4</b>	
Name of Employer:	Job title:
Employed from: to:	Reason for leaving:
<b>Employer 5</b>	
Name of Employer:	Job title:
Employed from: to:	Reason for leaving:
<b>Additional Questions</b>	
<i>Do you have experience in Geographic Information Systems (GIS)?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please elaborate:</i>	
<i>Do you have experience conducting audits?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please elaborate:</i>	
<i>Do you have experience with 4R Nutrient Stewardship?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please elaborate:</i>	
<i>Do you have additional relevant experience?</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please elaborate:</i>	
<b>Additional Experience</b>	
<i>Please describe below any additional experience or information which might add to your capability to act as a 4R auditor (e.g., experience in the agriculture sector outside of official employment, etc.):</i>	



## 4R Nutrient Stewardship Certification Program Conflict of Interest Declaration



Please fill out this form and send with application and resume to:

**Attention:** 4R Nutrient Stewardship Certification Program

**Email:** [aallman@oaba.net](mailto:aallman@oaba.net)

**Mail:** Ohio AgriBusiness Association, 5151 Reed Rd. Suite 126C, Columbus, OH 43220

**Name:**

**Date:**

### Section 1: Identification of Potential Conflicts of Interest

In order to be considered for participation as auditors in the 4R Nutrient Stewardship Certification Program, all applicants must declare any potential conflicts of interests for review by the Nutrient Stewardship Committee. An applicant may have a conflict of interest if he or she, or a member of his or her immediate family: (1) has been an employee or client of a Nutrient Services Provider (NSP) within the past 5 years; (2) has a commercial interest in the NSP or products of the NSP to be assessed; (3) has acted as a consultant to a NSP in any capacity; (4) has received any gift of other compensation of significant value (value > \$50) from an NSP or its agent (5) lives within 25 miles of a NSP branch location.

### Section 2: Conflict of Interest Statement

Please detail any potential conflicts of interest that might relate to work in the capacity of an auditor for the 4R Nutrient Stewardship Certification Program:

Are you currently, or have you ever held one of the following designations: Certified Crop Adviser (CCA), USDA-NRCS Comprehensive Nutrient Management Plan (CNMP) Specialist, other relevant accreditation from the American Society of Agronomy or National Alliance of Independent Crop Consultants?  YES  NO

a) If so, please identify which one, explain your history with the position, and describe any relationships with NSPs:

b) Please specify the geographic area of your work in your capacity as a Certified Crop Adviser (CCA), or other Certified Professional designation, as elaborated above.

**SIGNATURE:**

**DATE:**