



NEW IN 2014

CERTIFICATE OF FARM LABOR MANAGEMENT

The objective behind the NEW Certificate of Farm Labor Management is to *enhance the professional stature* of those farm labor supervisors who embrace the daily challenges of agricultural production and successfully manage farm workers in accordance with all the associated rules and regulations.

REQUIREMENTS: To earn the Certificate of Farm Labor Management attendees will:

- 1) Attend (8) FLS classes.
- 2) Pass a test for each class. The format of each test will vary according to the topic. Anyone who does not pass may retake the test.

CORE CLASSES: Three classes will be required: Wage & Hour, EEO Compliance, and one class related to worker safety.

“YOUR CHOICE” CLASSES: The remaining five classes will be the choice of the individual student. (See schedule on the reverse side of this flyer).

SCHEDULE: Times and locations of classes are shown on the reverse side of this flyer and will also be posted at the SWFREC website (swfrec.ifas.ufl.edu). They will last between two and four hours. All classes will be offered in both English and Spanish.

SCHEDULING ADDITIONAL CLASSES: Additional classes and locations can be scheduled. We urge growers, crew leaders, and other interested folks to contact their local cooperative extension agent to request training sessions in their respective areas around the state. We will schedule a new class in any of the topics if at least 10 people commit to attend.

FEES: There will be a registration fee for each training session that will vary based on the type of program. Please consult the SWFREC website for those details (swfrec.ifas.ufl.edu).

For any questions about FLS training classes and earning the Certificate of Farm Labor Management, please contact Fritz Roka (239.658.3428, fmroka@ufl.edu) or Carlene Thissen (239.658.3449, carlene@ufl.edu).



FLS Classes (as of September 2014)

CLASS TITLE / outline
WAGE & HOUR Compensable hours, terms & working conditions, minimum wage
EQUAL EMPLOYMENT OPPORTUNITY (EEO) COMPLIANCE Fair labor employment practices. Preventing / eliminating discrimination & harassment in agricultural environments
BASICS FOR EFFECTIVE COMMUNICATION Understanding your communication style and how you can more effectively get your message across. Better ways of expressing and motivating expectations to your crew.
DOT (1) – AUDIT COMPLIANCE Comprehensive outline of Dept of Transportation regulations related to vehicles and drivers of farm workers. Hours of service, drug & alcohol testing, driver qualification files, vehicle maintenance files
DOT (2) - DRIVER & VEHICLE REGS More focused attention on drivers of farm labor vehicles – buses and vans. Vehicle inspections and driver preparedness.
EMERGENCY PREPAREDNESS AND PERSONAL SAFETY Preparing for hurricanes, floods, freezes and other assorted natural disasters. Steps to be ready for both workers and their families. Tips and practice guidelines to maintain personal safety within the community
WPS TRAIN-THE-TRAINER Worker protection standards for trainers. A course to certify “train-the-trainer.”
CPR/AED Training for when someone has a heart attack and/or stops breathing.
AGRICULTURAL EQUIPMENT AND FIELD SAFETY Steps all workers need to take when working around equipment in farm fields.
SAFE DRIVING TECHNIQUES Defensive driving principles: space, anticipation, adjustments, distractions, plus distracted driving
FIRST AID Basics in treating wounds, snake and spider bites, slips and falls, heat stress and other injuries related to farm work.
FLC ADMIN BASICS Licensing, I-9 forms, surviving inspections, H-2A basics
FARM WORKER HOUSING State and county health standards

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