Employee management is an important aspect of your farm business. Your farm’s success depends on hiring the right employees, equipping them to carry out their job responsibilities and striving to maintain good communication with them.

This program will provide information on the following topics:

- Enhancing communication with employee handbooks
- Providing effective feedback
- Determining appropriate discipline when needed
- Using good hiring practices
- Developing job descriptions
- Completing I-9 forms

There will be time for you to ask questions about specific situations experienced on your farm. To help us be prepared, you can email your questions to Kathy Lee at leeka@msu.edu or call at 231-839-5850 prior to the meeting.

Information will be presented by MSU Extension Educators, Stan Moore and Kathy Lee.

There is no fee for the program; however, it is requested that you RSVP to Kathy Lee (leeka@msu.edu or 231-839-5850) if you plan to attend.

MSU Extension programs and material are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status, or veteran status.

Accommodations for persons with disabilities may be requested by contacting Kathy Lee at 231-839-5850 by September 5 to make arrangements. Requests received after this date will be fulfilled when possible.