

4-H Agent-Spalding County Extension

Below you will find the details for the position including any supplementary documentation and questions you should review before applying for the opening. To apply for the position, please go to: <https://facultyjobs.uga.edu/postings/1983>

Please see Special Instructions for more details.

Applications received by May 18, 2017 will be assured full consideration; however, screening will continue until the position is filled. Please direct questions to: UGA Extension – Northwest District, 1109 Experiment St., Flynt Building Room 227, Griffin, GA 30223-1797, 770-228-7274, nwdist@uga.edu. You will be asked to provide an official transcript of the highest degree obtained and three letters of reference if selected as the final candidate.

Position Information

Faculty Rank Public Service Assistant

Posting Number 2017_00336F

Posting Type

Official Title COUNTY EXTENSION AGENT

Working Title 4-H Agent-Spalding County Extension

Title Code 44622

Retirement Plan TRS or ORP

Department NORTHWEST DISTRICT - CES

Salary Range

UGA Extension was founded in 1914 to take research-based agricultural information to the people of Georgia. It reaches more than 2 million Georgians through its education programs annually. Millions more rely on our publications, educational news articles and public television programming for advice and information. For over 100 years, it's been the trusted source of education, innovation and information for Georgia's agricultural industry. From the latest crop studies to the best land stewardship recommendations, we have the research-based information Georgia producers need.

Job Summary

County Extension Agents throughout the state share information on issues like water quality, profitability in agribusiness, family wellness and life skills. They provide soil and water test kits and instruction, advice on safe pesticide use, provide publications and computer programs and teach consumers skills to improve Georgians quality of life.

This County Extension Agent position is responsible for managing the 4-H program in Spalding County by providing educational programs for youth in 4-H club meetings, coordinating local activities, and preparing youth for project and judging events. It serves as a UGA Public Service Faculty member and a member of the Spalding County Extension Staff (<http://www.caes.uga.edu/extension/Spalding/>). It is under the direction and leadership of the Spalding County Extension Coordinator and the Northwest District Extension Director.

Other Responsibilities:

- Provides leadership for Program Assistants, volunteers, and teen leaders in delivering 4-H and Youth programs
- Implements the CAES Civil Rights/Equal Opportunity plan
- Utilizes the expertise of and works closely with advisory groups, community leaders, public officials and representatives of intended audiences to analyze data, identify needs, and assist in developing educational programs
- Develops a Plan of Work that is equitable in meeting the varied socio-economic needs of the county
- Develops and conducts relevant interdisciplinary programs with others based on critical issues
- Collaborates with other agencies and community groups to plan and implement programs
- Conducts promotional efforts to expand the public's view of extension programming
- Utilizes current research data on emerging issues in program development and teaching
- Demonstrates personal interest and involvement in community by participating in and supporting civic/community activities/organizations and networking with community leaders

This position requires frequent night meetings, some weekend work, and attendance at out-of-county meetings. A valid driver's license and a personal vehicle for official duty travel are required. Reimbursement for business travel will be provided.

<http://Spaldingcountygeorgia.com/>

<http://extension.uga.edu/4h/>

<http://extension.uga.edu/about/join/careers.cfm>

A Master's degree is required for hiring as a public service faculty member. A Bachelor's degree is acceptable for a Public Service Professional position. A Public Service Professional may apply for a regular public service faculty appointment upon completion of an advanced degree or successful progression through the public service promotion process. See the University of Georgia Guidelines for Appointments and Promotions for Public Service and Outreach Academic Rank for complete details

[http://outreach.uga.edu/policies/appointment-and-promotion-guidelines/.](http://outreach.uga.edu/policies/appointment-and-promotion-guidelines/))

**Minimum
Qualifications**

**Preferred
Qualifications**

- A Master's degree in Human/Youth Development, Sociology, Education, Agriculture, Family & Consumer Sciences, Recreation, or related area.
- Successful experience in program development and management (direct 4-H experience strongly preferred), demonstrated communication ability, as well as skills in leadership and management
- The ability to design, coordinate, and teach educational programs to meet community needs
- A demonstrated ability to work as a team member and engage with groups and committees

Degree Level

Posting Date 04/18/2017

**Open Until
Filled** Yes

Closing Date

**Appointment
Status** Regular

**Location of
Vacancy** Griffin Area

Supplemental Questions - Required fields are indicated with an asterisk (*).

Documents Needed to Apply

Required Documents

1. Resume/Vitae
2. Cover Letter
3. List of References with Contact Information

Optional Documents

1. Unofficial Transcripts
2. Three Letters of Recommendation

If you anticipate needing any type of accommodation to participate in the University's employment process, please contact Human Resources.

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, gender identity, sexual orientation or protected veteran status.