



Assistant Professor / Assistant Professor of Practice – Extension Personal and Family Finance Specialist

<https://jobs.ndsu.edu/>
Opening #1600017

Lead dynamic personal and family finance Extension programs for adults and youth in North Dakota

NDSU EXTENSION
SERVICE

Position: Full-time

Salary: Commensurate with qualifications and experience

Benefits include retirement plan and full coverage for family health insurance

Location: Fargo, ND

To apply

- Visit <https://jobs.ndsu.edu/>
- create an account
- search for opening #1600017
- create and submit your application when prompted

Screening will begin

March 1, 2016

Direct questions to:

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Position Information

The NDSU Extension Service is seeking applicants to fill a 12-month, assistant professor position (tenure track or non-tenure track). The position is located at Fargo, ND, in the College of Human Development and Education Department of Human Development and Family Science. The Personal and Family Finance Specialist will work with a team of Extension, research and academic professionals to provide program leadership for the NDSU Extension Service in the area of family and personal finance, financial literacy and consumer-related issues. This position also partners with agricultural specialists to serve farm and family financial programming. A number of government and private entities also collaborate with this position when common goals are identified related to financial literacy and financial education for adults and youth.

This position includes, but is not limited to, the following responsibilities:

- Provide statewide leadership to identify, plan, develop, implement and evaluate materials and training for Extension programming related to family and personal finance and financial literacy
- Collaborate with team members to provide outreach education in the state
- Network with a variety of statewide organizations to develop partnerships that increase reach and impact, while meeting critical needs of North Dakotans
- Conduct or coordinate educational programs/training/outreach as identified by program planning process
- Assess and evaluate program/training/outreach effectiveness
- Provide subject-matter expertise in response to clientele/staff questions
- Assist with research/design/implementation of grant projects, social media/web and communication/marketing aspects of targeted educational projects (signature programs)
 - Collaborate with internal and external partners
 - Collate/enter data and assist with data analysis
 - Write reports of findings
 - Leadership for developing program specific materials/publications
- Provide leadership for multi-disciplinary programs (Design Your Succession Plan and Health Insurance Literacy)
- Obtain grant funding for ongoing educational efforts
- Travel and programming in the state is required

Minimum Qualifications

1. PhD in family and personal finance, consumer economics, family economics, resource management or related field
2. Experience teaching in related subject areas and evidence of strong teaching skills
3. Experience with educational curriculum design/development
4. Evidence of strong presentations skills and related educational program delivery methods beyond PowerPoint
5. Knowledge of accounting/budgeting and grant management
6. Social media competence and website management capabilities
7. Effective oral and written communication skills
8. Demonstrated ability to conduct research and program evaluation
9. Valid driver's license

Preferred Qualifications

1. Educational program experience in farm/business succession/transition planning
2. Record of grant writing and grant management success
3. Extension experience
4. AFC, CFP or other related financial certifications