



Extension Agent, Family and Consumer Sciences/ Burke and Divide Counties

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Opening #160096

Lead dynamic family and consumer sciences Extension programs in Burke and Divide Counties, 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: Bowbells or Crosby, ND

To apply

- Visit <https://jobs.ndsu.edu/>
- create an account
- search for opening #160096
- create and submit your application when prompted

Screening will begin
May 23, 2016

Direct questions to:

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District Director
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Position Information

The Extension Agent/Family and Consumer Sciences will work collaboratively with a team of Extension professionals and volunteers to provide dynamic program leadership for Burke and Divide counties' family and consumer science programs and 4-H youth development programs in the content areas of family and consumer science, and community economic development and leadership. The family and consumer sciences program includes the disciplines of human development; nutrition, health and food safety; and family financial resource management. An area of subject matter competency from one of these disciplines will be determined by the person's academic background and experience. This position is supervised by the NDSU Extension Service Northwest District Director.

Responsibilities include, but are not limited to, the following:

- Interpret and integrate pertinent research information in human development and family science, human nutrition and food management, family financial management, and youth development into educational programs for youth and adults, and teach, deliver and evaluate these programs.
- Provide leadership, resource support and program coordination for a 4-H youth development and youth-based program with a measurable impact on enhancing life skills of youth, adults and volunteers.
- Provide leadership, community and economic development experiences relating to the family and consumer sciences program.
- Develop expertise in a subject matter competency area, plan, implement and deliver educational programs on a county and/or communities-of-interest basis.
- Develop and implement volunteer recruitment, and provide training and management systems. This may include working with Family, Community and Education (FCE) organizations, 4-H and other groups.
- Conduct needs and issues identification processes that result in programs based on the needs of county citizens.
- Build partnerships and collaborate with local organizations, governmental units and businesses to address issues that affect people throughout their life span.
- Collaborate with staff at North Dakota State University and throughout the NDSU Extension Service to develop interdisciplinary programs.
- Evaluate and market the impact of the educational programs delivered.
- Assure compliance with equal opportunity policies.
- Participate in professional development experiences offered by the NDSU Extension Service and other entities, as appropriate.
- Perform other assigned duties in support of Extension programming.
- Travel is required.

Minimum Qualifications

1. Bachelor's degree in a discipline related to the responsibilities of the position, with the academic capacity to enroll in a relevant graduate program in the future.
2. Skills that demonstrate knowledge and expertise in a relevant discipline and the understanding necessary to effectively communicate the knowledge and application to other disciplines.
3. Program development and educational design skills to assess needs and issues, then develop, deliver and evaluate comprehensive learning experiences that help diverse youth and adult audiences enhance their lives and communities.
4. Information and technology skills to reach and teach diverse audiences, and work and communicate effectively, manage time and resources, and enhance one's ability to find, evaluate and disseminate information.
5. Ability to communicate effectively, both orally and in writing, with individuals, groups and through mass media.
6. Organizational management skills including the ability to conduct oneself professionally, work flexible hours which may include evenings and weekends, and manage time and resources (including grant-writing) to efficiently accomplish the duties of the position.
7. Familiarity with various ethnic and socioeconomic audiences, an interest in and the ability to work with people of diverse backgrounds, and a commitment to the principles of diversity.
8. Valid driver's license.

Preferred Qualifications

1. Bachelor's degree in human development, family and consumer sciences, education or health and nutrition with the academic capacity to successfully enroll in a relevant graduate program in the future.
2. Master's degree in human development, family and consumer sciences, education or health and nutrition-related discipline.
3. Recent Extension work experience.
4. Working knowledge of and experience with 4-H and/or other youth programs.