Position Announcement: 6246
County Extension Agent - 4-H and Youth Development
Position Available: November 1st, 2013
County: Fulton

Qualifications: This position requires:
• A Bachelor’s degree (Master’s degree strongly preferred) in Human/Youth Development, Sociology, Education, Agriculture, Family & Consumer Sciences, Recreation, or closely 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, and
• A demonstrated ability to work as a team member and with groups and committees.

Major Responsibilities:
• Responsible for managing the 4-H program in Fulton County by providing educational programs for youth in monthly 4-H club meetings, coordinating local activities, and preparing youth for project and judging events
• Provides leadership for volunteers, Para-professionals, and teen leaders in delivering 4-H and Youth programs
• 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 plan of work that is equitable in meeting the needs of the varied county socio-economic situation
• Ensures the Civil Rights/Equal Employment Opportunity plan of UGA Cooperative Extension is followed and that clientele understand that Extension offers educational programs, assistance, and materials to all people without regard to race, ethnicity, national origin, color, sex, genetic information, sexual orientation, religion, age, disability, or veteran status
• Develops and conducts relevant interdisciplinary programs with other staff members 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 and information 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
• See www.caes.uga.edu/intranet/coextopr/pdfs/coextagentjd.pdf for a listing of other responsibilities.
• 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. A travel allowance will be provided.

Administrative Relationships: - This position serves as a UGA Public Service Faculty Member and a member of the Fulton County Extension Staff (http://www.caes.uga.edu/extension/fulton/). It is under the direction and leadership of the Fulton County Extension Coordinator and the Northwest District Extension Director.

Salary & Benefits: $40,400/year with a Master’s Degree (Bachelor’s $34,500) in an appropriate subject area plus an excellent benefits package as a UGA faculty member.

Application Procedures: To ensure consideration, your application must be received in UGA Human Resources’ iPWS system by September 13th, 2013. Apply online at www.ugajobsearch.com/applicants/Central?quickFind=62498 (Posting Number 20131256 under “Staff” listings or select the “County Extension Agents” button). Please direct questions and mail original transcripts to: UGA CAES Business Office, 215 Conner Hall, Athens, GA 30602, (706) 542-0826, caesohr@uga.edu