Position Announcement: County Extension Agent – Family and Consumer Sciences – Fulton County

Headquarters: Atlanta, GA, NW District
Position Available: 7/1/2015
http://extension.uga.edu/about/join/careers.cfm
http://www.fcs.uga.edu/extension

This position is responsible for coordinating the Family and Consumer Sciences program in the geographic area by participating in direct intervention collaboratives and offering educational programs to address food safety/foodborne illness issues for consumers and farmer’s market vendors, health and nutrition, financial management, housing, and child development.

Qualifications: This position requires:
- Successful experience in program development and management, a demonstrated communication ability as well as skills in leadership and management, and a demonstrated ability to multi-task;
- A demonstrated ability to work as a team member and with groups and committees;
- The ability to design, coordinate, and teach educational programs to meet community needs; and a
- Bachelor’s degree in Family and Consumer Sciences, Nutrition, Food Science/Safety, Health, Human Development, Financial Management, Housing, or related area (a Master’s degree is strongly preferred).

Major Responsibilities:
- Provides leadership for Program and Administrative Assistants in delivering Family & Consumer Sciences programs
- Utilizes the expertise of 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 families in work group counties
- Targets specific audiences for educational programs addressing critical issues identified in plan of work
- Implements the CAES Civil Rights/Equal Opportunity plan and ensures that clientele understand that UGA Extension offers its educational programs, assistance, and materials to all people without regard to race, sex, gender identity, color, ethnicity or national origin, religion, age, disability, genetic information, sexual orientation, 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 is required.

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/) and is under the direction and leadership of the Fulton County Extension Coordinator and the Northwest District Extension Director.

Starting Salary & Benefits: $40,400/year for Master’s Degree (Bachelor’s $34,500) in appropriate subject area as well as an excellent benefits package available to faculty members of the University of Georgia

Application Procedures: To ensure consideration, your application must be received in UGA Human Resources’ iPAWS system by March 8th, 2015. Apply online at www.ugajobsearch.com/applicants/Central?quickFind=65601 (Posting Number 20150218) under “County Extension Agents”. Please direct any questions to: UGA CAES Business Office, 215 Conner Hall, Athens, GA 30602, (706) 542-2373, caesohr@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.

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, or protected veteran status.