

**POSITION X1957** Tennessee Extension Internship Program: University of Tennessee Minority 10-week Summer Internship

**LOCATION** The intern will be assigned to a county Extension office for the entire 10 weeks of the Internship. Interns will participate in an orientation in Knoxville to familiarize them with Tennessee Extension Programs and a presentation day in Knoxville to present a summary of their summer internship experience.

**EFFECTIVE DATE** May 21, 2020 to July 30, 2020

**SALARY AND BENEFITS**

\$6,840 (gross) for the 10-week internship is provided for each intern. Mileage reimbursement will be provided for travel to and from orientation and the final presentation day. Housing or housing allowance is not provided.

**JOB DESCRIPTION**

- The internship provides African American and other underrepresented group students an opportunity to study, observe, and participate in a county Extension program under the direction and supervision of experienced Extension Agents.
- In collaboration with Extension Agents, interns will plan, prepare, and implement educational programs in Extension subject matter areas.
- Interns will present a written and oral report of the internship experience at the end of the program.
- The Department of Extension Evaluation and Staff Development will be responsible for the general supervision and coordination of the Internship program in cooperation with the Extension Regional Directors and Extension County Directors. Day-to-day supervision and coordination of the Intern's assignments and activities while in the county are the responsibility of the County Director or an Extension Agent to whom the responsibility has been delegated by the Director.

**REQUIREMENTS**

- Must be considered to be a member of a racial or ethnic minority group.
- Must be enrolled in a college of agriculture, family and consumer sciences, education or closely related major.
- Should have completed approximately 50 percent of the required course work for the Bachelor's degree with a minimum cumulative GPA of 2.7 (4.0 scale), or be a current graduate student.
- Should be considering Extension as a future employment option.
- Must reside within a reasonable commuting distance of the assigned county.
- Must have reliable transportation to and from work.
- While all eligible applicants will be considered, preference will be given to those who:
  - are an undergraduate student presently enrolled in a Tennessee university or a resident of Tennessee;
  - have previous Extension program experience (e.g., former 4-H member, etc.);
  - have not previously completed a Tennessee Extension Internship.

For best consideration, applications should be submitted by **February 28, 2020**. *Applications received after this date will be reviewed until positions are filled. Successful applicants will be notified no later than May 1, 2020.*

**APPLICATION REQUIREMENTS:**

- [Complete Online Application](#)
- Attach Resume and Transcript to Online Application
- [Attach Completed Addendum to Online Application](https://extension.tennessee.edu/employment/Pages/Internships.aspx) (<https://extension.tennessee.edu/employment/Pages/Internships.aspx>)

Inquiries may be made to:

Department of Extension Evaluation and Staff Development  
 2621 Morgan Circle - Room 212-D Morgan Hall  
 The University of Tennessee  
 Knoxville, Tennessee 37996-4525  
 Phone: 865-974-7245 Fax: 865-974-0882

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status. Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University. Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone 865-974-2498 (V/TTY available) or 974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.