

POSITION X2115	Extension Area Specialist, 4-H Youth Development
LOCATION	The University of Tennessee, Institute of Agriculture, UT Extension, Central Region, Nashville, TN
EFFECTIVE DATE	August 1, 2021. Screening of applicants' credentials will begin June 11, 2021 and will continue until the position is filled.

SALARY AND BENEFITS

Salary is commensurate with training and experience. Benefits include group hospitalization and life insurance, State Employees Retirement; Workers' Compensation; sick and annual leave; numerous University of Tennessee and state benefit programs, including liberal time off for holidays and longevity pay after three years of service; reimbursement for official travel.

JOB DESCRIPTION

- Collaborate with regional ANR and FCS program leaders to work together as a Regional 4-H team and develop/provide a complete Regional 4-H program
- Provide leadership and/or assume responsibility for area and regional events/activities as determined by Regional 4-H team and Regional Director
- Provide leadership for 4-H volunteer development. Coordinate regional volunteer leader training with the State 4-H specialist as needed.
- Provide leadership to the Regional All Star council and activities in conjunction with regional All Star advisors. All Star program focus should relate to youth voice, service learning and civic engagement.
- Coordinate junior and junior high camping programs with assistance from co-directors and regional program leaders. Provide leadership to camp planning and evaluation days.
- Give guidance and direction to new or recently reassigned agents
- Assist county 4-H Youth Development staff through training, coaching and support in program development, marketing, implementation, evaluation and reporting on outcome-based programs.
- Provide resources for 4-H Youth Development Extension agents and volunteers to develop and implement educational programs.
- Recommend and coordinate in-service training with state 4-H Youth Development specialists based on needs of county 4-H Youth Development staff.
- Provide leadership to Regional program planning day(s).
- Assist with state level program responsibilities as assigned by Regional Director and State 4-H Director.
- Participate in program planning meetings with the state 4-H Youth Development staff.
- Work with the Regional Director in evaluating applicants for county 4-H positions.
- Provide leadership for a program of activities that meets the needs of all eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.
- Assume other duties as assigned.

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 McRose 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.

QUALIFICATIONS

Required:

- Extension experience is required. County level Extension 4-H Youth Development experience is preferred.
- An earned Master's degree in Extension Education, Agricultural and Natural Resources, Family and Consumer Sciences, Education or closely related field.
- Evidence of ability to effectively communicate, teach, and lead youth and adults.
- Must be highly motivated and self-directed, able to work both independently and collaboratively.
- Must be able to meet travel requirements for the position.

Preferred:

- Excellent written and oral communication skills with the ability to engage and inspire a wide range of audiences.
- A vision and commitment to the development of youth through their involvement in 4-H programs.
- Highly developed interpersonal skills, affinity for networking and demonstrated high level of confidence and poise in front of others.
- Proven ability to manage multifaceted work in a highly organized manner; excellent attention to detail.
- Working knowledge of computer applications such as spreadsheet, database, professional communication platforms and other computer programs.
- Practical experience with the use of social media and websites.

TO APPLY:

Please apply online by clicking the link below and submitting a complete application packet which includes a 1) letter of interest, 2) a resume or curriculum vitae, 3) and official or unofficial transcripts showing degree(s) conferred.

Please apply online by clicking this link: [External Applicants](#) [Internal Applicants](#)

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