Position # 0001-4007  
Requisition # 506627

Classification Title: State Specialized Extension Agent II, III, or IV – 4-H Youth Dairy/Animal Science

Application deadline: 28 March 2018

Job Description:
The Florida Cooperative Extension Service is a partnership between state, federal, and county governments that provides quality, relevant education and research-based expertise to foster healthy people, a healthy environment, and a healthy economy. We are the resource that helps educate Floridians to address issues related to agriculture, natural resources, youth development, families and communities.

University of Florida/IFAS Extension is seeking a State Specialized Extension Agent (SSA) to lead 4-H Youth Dairy/Animal Science education through the design, implementation, and evaluation of extension programming that meets the needs of the state’s diverse population. As the SSA, you will lead and teach statewide 4-H Youth Development dairy and animal science programming, which will include beef, swine, poultry, equine, small animal, and pet programming for youth. This position will be supervised by the 4-H Youth Development State Program Leader and the Animal Sciences Dept. Chair.

You will help build an advisory committee composed of stakeholders interested in positive youth development to assist you in determining program priorities and design to reach your audiences. You will obtain financial resources to support your program and you will manage all components (like policies, records, risk, communication, and accountability). You will provide leadership and supervision to support staff as assigned.

You will lead Florida youth dairy educational programs, events, activities, competitions, and trips. For example, you will deliver educational programs to support district and statewide judging contests, quiz bowl contests, and dairy cattle shows. You will serve as a resource to other state, district, and county faculty to ensure the highest-quality youth animal science programs in Florida.

You will advance the 4-H Youth Development profession through extension scholarship and you will collaborate with state extension specialists on applied research. You will join a team that conceptualizes, implements, and oversees district and state-level educational opportunities (like clinics, short-courses, and camps), competitions (like judging contests and shows), and regional/national trips to youth livestock educational events.
You will facilitate communication between UF/IFAS Extension 4-H State Headquarters and youth development partners. You will serve as a liaison between UF/IFAS Extension and the Florida Federation of Fairs, regional fairs in Florida, North Florida Fair, the Florida State Fair, and the Georgia National Fair. You will engage with the 4-H RSA/SSA Cohort as well as the Animal Sciences SSA/RSA cohort.

This role provides the opportunity to make a positive impact with Florida youth as you help shape future generations. As such, you will collaborate with your supervisors on other responsibilities that benefit the statewide youth development extension program.

**Minimum requirements:**
The successful candidate will have a master’s degree with a strong academic background in animal science (preferably dairy) and youth development, plus a minimum of 3 years of extension experience or equivalent. A flexible schedule that allows for irregular hours is necessary. A valid driver’s license and a background check prior to employment are required.

**Preferred qualifications:**
The ideal candidate will be innovative and visionary with a solid mastery of technical and practical animal science subject matter expertise. We prefer a candidate with experience in positive youth development programming who is adept at all aspects of risk management.

Desirable qualities include experience working in multicultural settings and coursework/training on multicultural topics, hands-on experience and coursework related to production animal agriculture, and hands-on experience or coursework related to positive youth development.

You should be an effective written and verbal communicator, feel comfortable presenting in front of small and large crowds, be able to establish solid partnerships, and find innovative ways to attract new audiences. Your abilities to use computers, apply social media to your work, organize and motivate people, manage volunteers, and work in teams must be strong. Expertise in getting groups to work together for a higher goal, managing competing priorities, and adaptability to handle unexpected situations is a plus for this role.

**Further information:**
The 4-H Youth Development Program is a premier organization that provides youth with the opportunity to participate in programs at variety of levels. The current statewide program includes more than 23,000 youth in club programs and 154,000 youth in school enrichment programs. Florida 4-H also works with more than 10,000 active volunteers. 4-H programs include agriculture, healthy lifestyles, life skills, leadership/citizenship, and STEM.

Extension is a partnership between state, federal, and county governments to provide scientific knowledge and expertise to the public. As such, all partners are involved in the supervision of the office and contribute to the salary and support resources. The primary goal of Extension is to disseminate the latest knowledge and applicable technologies in agriculture, human and natural resources, and the life sciences in order to sustain and enhance the quality of human
The UF/IFAS mission is accomplished through extension faculty members, scientists, educators, administrative staff, and volunteers working cohesively throughout Florida’s 67 counties.

**Application Instructions**

Apply through the online UF application system at [http://explore.jobs.ufl.edu/cw/en-us/job/506627](http://explore.jobs.ufl.edu/cw/en-us/job/506627), and attach your Resume or CV, as well as a cover letter that describes how your experience and qualifications have prepared you for this position. Applications must be submitted by 11:55 p.m. (Eastern) of the posting end date.

**TO COMPLETE YOUR APPLICATION, PLEASE SUBMIT THE FOLLOWING:**

You must submit unofficial copies of all transcripts and/or coursework of your academic degrees. You may attach these as an "other" document, or you may submit to our office as directed below. An unofficial copy is acceptable for the application process, but before you can be hired, IFAS Human Resources must have the official transcript for your highest degree on file.

Also, all applicants must have at least three reference rating forms on file. Reference forms must be less than one year old. If you have not already done so, please contact your professional/academic references and ask that they complete a reference rating form on your behalf. The form is located at [http://personnel.ifas.ufl.edu/ref_form.pdf](http://personnel.ifas.ufl.edu/ref_form.pdf).

Please also complete and submit the Previous Employment Form (located at [http://personnel.ifas.ufl.edu/prev_employment.pdf](http://personnel.ifas.ufl.edu/prev_employment.pdf)).

With the exception of official transcripts, all items submitted by mail must be postmarked no later than the next business day after the position closing date. All documents submitted by fax or email must be received no later than the next business day. If your official transcripts will arrive after the closing date, you must also submit unofficial transcripts by the deadline.

Requested reference forms and transcripts should be submitted to:

Ms. Dana LeCuyer  
UF IFAS Human Resources  
Faculty Recruitment and Hiring  
P O Box 110281  
Gainesville, FL 32611-0281  
dlecuyer@ufl.edu  
Fax:  (352) 392-3226

Final candidate will be required to provide official transcript to the hiring department upon hire. A transcript will not be considered “official” if a designation of “Issued to Student” is visible. Degrees earned from an education institution outside of the United States are required
to be evaluated by a professional credentialing service provider approved by National Association of Credential Evaluation Services (NACES), which can be found at http://www.naces.org/.

The University of Florida is an Equal Opportunity Institution dedicated to building a broadly diverse and inclusive faculty and staff. The selection process will be conducted in accord with the provisions of Florida’s ‘Government in the Sunshine’ and Public Records Laws. Persons with disabilities have the right to request and receive reasonable accommodation.