Position # 0001-4061
Requisition # 507346

Classification Title: Extension Agent I, II, or III – Sustainable Food Systems

Application deadline: 4 June 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, horticulture, natural resources, youth development, families and communities.

University of Florida/IFAS Extension and Manatee County seek to fill a 12-month, permanent status-accruing Sustainable Food Systems Extension Agent position. “Food systems” in the context of this position includes sustainable production, harvesting, processing, packaging, marketing, and consumption of local foods. Food systems encompasses community food initiatives, community-supported agriculture, farm to consumer efforts, consumer education of agricultural operations, farmers markets, and agri-tourism.

Your educational responsibilities will emphasize strong leadership in both small and large-scale vegetable production with a focus on sustainable food systems and agricultural practices, Best Management Practices (irrigation/fertilization/integrated pest management/water quality), labor (laws/relations/shortage/productivity), business management, and other related topics. You will also contribute to our 4-H Youth Development program in your area of expertise (5%).

As the Extension Agent you will plan, develop, teach, evaluate, and report on educational programs. The successful candidate will coordinate and establish appropriate partnerships and teach clientele (e.g., landowners, farmers, schools, entrepreneurs, community organizations, citizens, industry groups, and local and state government agencies) how to create urban-rural community economic opportunities that support and strengthen Manatee County’s agricultural industries and local food systems. The agent will develop and maintain an effective program advisory committee with appropriate community representation.

You will use resourcefulness, creativity, enthusiasm, and innovation to strengthen current educational programs while reviewing and implementing new policies, maintaining records, assessing risks, communicating, and marketing effectively across social media platforms, managing financial resources, and creating educational materials and opportunities for Manatee County. The agent is expected to participate in appropriate professional development activities to stay abreast of industry and community needs, and be familiar with county, state,
and federal regulations and statutes governing agriculture and food systems including, but not limited to food safety, food processing, food storage, and product development.

You will report to the Manatee County Extension Director and the District Extension Director. You will also collaborate with other Southwest District Agents on multi-county projects.

**Minimum requirements:**
The successful candidate will have a bachelor’s degree in sustainable food systems, horticulture, agronomy, or a closely related field. A schedule that allows for irregular hours is necessary. If hired with a bachelor’s degree, we want you to grow in your career. As such, we expect you to make at least 50% progress towards obtaining your master’s degree within the first 6 years of employment. A valid driver’s license as well as national background screening is a requirement of this position.

**Preferred Qualifications:**
An earned master’s degree and/or previous industry, teaching, or extension experience is preferred. Experience with agricultural economics and farm management is desirable.

**Further information:**
Manatee County is an urbanizing county with a strong agricultural presence. Vegetable production is the largest agricultural enterprise utilizing more than 28,000 acres annually. The farm-gate value is approximately $260 million and the estimated economic impact is more than $373 million. Major vegetable crops produced include tomatoes, watermelons, potatoes, snap beans, cantaloupe, cucumbers, cabbage, and peppers.

Manatee County is located on Florida’s west coast, south of Tampa/St. Petersburg and north of Sarasota. It comprises 741 square miles, with 150 miles of coastline. The county seat is Bradenton, the home of Tropicana Products, and winter home of the Pittsburgh Pirates. The county population is approximately 365,000. The economy is based on tourism, agriculture, and construction.

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 life. 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/507346](http://explore.jobs.ufl.edu/cw/en-us/job/507346), 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.

Please also complete and submit the Previous Employment Form (located at 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.