Position # 0002-2161
Requisition # 502236

Beef/Forage Enterprise Budgeting and Marketing State Specialized Extension Agent II
University of Florida/IFAS Extension
Range Cattle Research and Education Center (South Central Extension District)
Ona, FL

Application deadline: 18 May 2017

University of Florida/IFAS Extension seeks to fill a 12-month, permanent status-accruing Beef/Forage Enterprise Budgeting and Marketing State Specialized Extension Agent (SSA) position. This position will be based at the Range Cattle Research and Education Center in Ona, FL in the South Central Extension District. As an SSA, this position will have statewide responsibility in Beef and Forage Budgeting and Marketing education and outreach.

Duties and Responsibilities
The agent is expected to lead and participate on program initiative teams targeting topics pertaining to beef and forage economics, while aligning programs with the UF/IFAS Extension Roadmap. The agent will partner with state, regional, and national institutional partners, industry, government agencies, and clientele groups in developing and delivering high-quality education and training programs.

Essential job duties include, but are not limited to:

• Plan, develop, deliver, evaluate, and report on a statewide educational program focused on beef and forage economic needs of clientele groups.
• Develop and update enterprise budgets to assist producers in analyzing the profitability and sustainability of beef cattle and forage agricultural enterprises.
• Teach traditional and non-traditional approaches to market development for beef and forage products and improve the marketing skills of producers.
• Provide leadership in the development of extension educational programs and participate in educational programs in various functions such as a planning team member, coordinator, speaker, moderator, etc.
• Provide training in beef cattle and forage economics for extension agents and extension specialists, and actively work with statewide teams of faculty to educate stakeholders and the public about beef cattle and forage economic issues.
• Establish a standing as an expert resource and point-of-contact for advanced clientele, industry-related businesses, and governmental agencies, while supporting, strengthening, and participating in county-based extension programs.
• Collaborate with UF/IFAS stakeholders and external partners to ensure that the issues of the clientele are understood and successfully addressed, while contributing to the
strengthening of Florida’s economy by providing educational support for long-term sustainable beef cattle and forage production.

- Provide contributions, support, training, and mentorship to county extension faculty regarding beef cattle and forages economics. These contributions include aligning programs with the UF/IFAS Extension Roadmap.
- Work in cooperation with the faculty from the Food and Resource Economics Department, the Department of Animal Sciences, Agronomy, and Soil and Water Science, and other state and county faculty as appropriate in order to advance the Extension priority initiatives.
- Develop collaborative partnerships with Animal Science, Agronomy, and Agricultural Economics organizations in the Southeastern U.S.
- Develop effective teaching tools such as publications, fact sheets, EDIS documents, presentations, worksheets, web-based tools and other creative tools to enhance the delivery and understanding of information on beef cattle and forage economics. Delivery methods shall include organized education events like in-person or online workshops, conferences, seminars, short courses, etc.
- Secure external funding for programs through grants, contracts, gifts, and/or fees.

General components of the position:
- Establish and maintain a system to measure program accountability and effectiveness including area wide programs and impacts.
- Provide leadership for the management of all program components including program policies, record keeping, risk management, communications, and educational materials.
- Assume other assignments and responsibilities in support of the total extension program as assigned by the RCREC Center Director in collaboration with the South Central District Extension Director.
- Follow all university policies and procedures.

The SSA will develop and execute a plan of work, follow a sound programming process (e.g., a logic model with SMART objectives and measurable outcomes and impacts), use appropriate and varied program delivery methods, provide evidence of positive practice change by target audiences, report program accomplishments, outcomes, and impacts, and communicate program success across the state to a variety of audiences. The SSA will keep up with current information technology, communication, and program delivery trends including information delivery through websites and social media. The successful candidate must demonstrate the ability to develop good media relations, work cooperatively as a leader and team member, and work independently with minimal supervision.

Qualifications
A master’s degree and at least 3 years of land-grant university extension education experience or equivalent is required. Degrees must be from an accredited college or university in economics, animal science, forage agronomy or a related field. Experience in the field of beef cattle and/or forage economics is preferred.
The SSA must be willing to work irregular hours and weekends; occasional overnight travel is required. Must be able to obtain a Florida Driver’s license; must be willing to travel using personal transportation.

**Further information**

UF/IFAS Extension is a partnership among state, federal, and county governments that provides scientific knowledge and expertise to the public through the Florida Cooperative Extension Service. UF/IFAS Extension encompasses thousands of extension faculty members, scientists, educators, administrative staff, and volunteers, all working to making knowledge accessible to sustain and enhance the quality of human life. For more about UF/IFAS Extension, please see [http://solutionsforyourlife.ufl.edu/about/](http://solutionsforyourlife.ufl.edu/about/).

**Application Instructions**

Apply through the online UF application system at [http://explore.jobs.ufl.edu/cw/en-us/job/502236](http://explore.jobs.ufl.edu/cw/en-us/job/502236), 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. Application 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
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.