Position # 0002-3013  
Requisition # 493206

Environmental Science (Chemicals in the Environment) Program Extension Agent I or II  
University of Florida/IFAS Extension at Sarasota County  
South Central Extension District

Application deadline: June 27, 2016

Sarasota County Government and Univ. of Florida/IFAS Extension seek to fill a 12-month, full-time, non-permanent status accruing Environmental Science Extension Agent position with a focus on chemicals in the environment. This is a new position that represents a partnership between the Sarasota County Department of Health – Mosquito Management Services and UF/IFAS Extension. Collaboration with county and other stakeholders including other extension faculty and external partners will be essential to the success of the position and program.

The position is responsible for developing an education program related to chemicals in the environment in Sarasota County. The objective is to teach decision makers and the general public about chemicals in our environment with an emphasis on pollution in general and Integrated Pest Management in particular. A primary goal of this position is to achieve desired behavior change among various target audiences that maintains or improves environmental and human health relative to chemicals in the environment.

Duties and Responsibilities
The agent will design, coordinate, implement, evaluate, and report on a research-based educational program that focuses on chemicals in the environment and alternatives. The program will cover a spectrum of information, from a background of how chemicals are regulated, their existence and persistence in the environment, how people and the environment may be affected, county research and policies that balance positive and negative impacts, and steps that can be taken by individuals and institutions to minimize risk to environmental and human health. Audiences may include homeowner associations (HOAs), landscape architects, county and municipal staff, urban and rural businesses and residents, youth, and decision makers. The agent will establish and maintain a system to measure program accountability and effectiveness.

In conjunction with the outreach, the position will be responsible for establishing projects to facilitate learning and reduce environmental impact, including working with county departments, HOAs, and other institutions to ensure that they have effective and accountable IPM plans in place. Through collaboration with the Extension Volunteer Coordinator, this position may work with Extension groups to increase the reach and effectiveness of the program. Volunteer programs may include Master Naturalists, Sustainable Floridians, and Master Gardeners.
The successful agent will create an annual plan of work (POW) and a report of accomplishment (ROA) and will work with the program’s advisory committee to analyze county situations, identify priority issues, establish program budgets, and design and implement a variety of programs to reach target clientele in the above-mentioned areas. The successful candidate must demonstrate the ability to develop positive relationships with colleagues, staff, volunteers, industry, and agency partners. The successful candidate will assume other responsibilities that benefit the total county extension program as assigned by the County Extension Director and District Extension Director.

Additionally, Extension Agents must develop and use an effective client/citizen advisory committee to assess audience needs and determine program priorities. He or she will be expected to participate in appropriate in-service training (professional development) to stay current in the relevant areas of expertise, be familiar with county and university initiatives and priorities, and be familiar with related county, state, and federal regulations. The agent is expected to participate in professional organizations appropriate for this position.

Candidates will be reviewed as applications are received, but please be aware that interviews might not be scheduled until 4 to 6 weeks after the position closing date.

**Qualifications**

- A bachelor's degree and experience in epidemiology, public health, chemistry, or a related field is required. A master's degree is preferred.
- Strong people skills and ability to work effectively in teams and with volunteers. Experience supervising staff preferred.
- A responsive, creative, energetic and team-oriented attitude to solving clientele problems is expected.
- Excellent written and oral communication skills.
- Prior to appointment, the successful candidate must pass a physical, drug screening, and background check.
- Must possess (or be able to obtain) a valid Florida driver's license.
- Must be flexible and willing to occasionally work irregular hours, including evenings, weekends, and infrequent overnight travel.

**Application Instructions**

Apply through the online UF application system at [http://explore.jobs.ufl.edu/cw/en-us/job/493206](http://explore.jobs.ufl.edu/cw/en-us/job/493206), 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.

**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.