Agriculture (Animal Science) and Natural Resources Extension Agent I, II, or III (multicounty)
University of Florida/IFAS Extension at Orange County
Orlando, FL (Central Extension District)

Closing date: August 19, 2016

Position Summary
University of Florida/IFAS Extension and Orange County seek to fill a 12-month, permanent status-accruing Agriculture and Natural Resources Extension Agent position (multicounty). This agent will be responsible for planning, implementing, evaluating, and reporting on extension education programs for Orange and Seminole Counties in the following areas:

- Livestock and natural resources, including outreach to large animal (e.g., bovine and equine) and small animal (e.g., chicken and rabbit) owners.
- Best Management Practices (BMPs) for pastures and rangelands.
- Advising the Wedgefield Firewise program and the Orange County Emergency Management Plan for large animals.
- Poisonous plants affecting animals.
- Backyard chicken certification.

These programs fulfill the goals of protecting water quality and maintaining the economic viability of the agriculture and local food systems sectors. The candidate will network with other agencies and groups on cooperative educational programs and form an advisory committee to assess clientele needs and program direction. The candidate will work closely with the Central District and County Extension Directors, and will assume other duties as assigned by them to meet the responsibilities of the total county extension effort.

The agent will create an annual plan of work and report of accomplishment and submit all required faculty reports. It is expected that the candidate will have excellent organizational skills, good record-keeping techniques and will be able to respond to clients in a timely and efficient manner. The agent will be expected to attain promotion and permanent status per UF county extension faculty guidelines.

Additional qualities of the successful candidate include:
- Be able to work with other agents as part of a team.
- Write articles, fact sheets, develop multi-media presentations, and create posters/exhibits.
- Seek program enhancement grants and extramural funding.
• Develop or assist with 4-H Youth Development activities.
• Ability to work with the latest program delivery methods such as social media.
• Participate in professional organizations appropriate for this position.

Qualifications
A bachelor’s degree in animal science or a closely related field is required. A master’s degree and practical experience in extension are preferred. A candidate hired with a bachelor’s degree only must make at least 50% progress towards obtaining a master’s degree within 6 years of appointment. Demonstrated abilities in organizational skills and oral and written communication are desirable.

The agent must possess (or be able to obtain) a valid Florida driver's license and must be flexible and willing to work irregular hours, including evenings, weekends and travel overnight. The policies established by Orange County Government in administering leave shall apply to UF/IFAS extension faculty in Orange County.

FOR INFORMATIONAL PURPOSES ONLY: 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.

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.

Application Instructions
Apply through the online UF application system at http://explore.jobs.ufl.edu/cw/en-us/job/498256, 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.