University of Florida/IFAS Extension and Walton County seek to fill a 12-month, permanent status-accruing Horticulture Extension Agent position. This agent will plan, develop, implement, teach, evaluate, and report on comprehensive and diverse educational programs for commercial clientele and individual citizens. Priority areas will include 1) Best Management Practices (BMPs) to promote sustainability and conservation of resources in support of commercial and residential vegetable, fruit, citrus, nut, ornamental nursery, and sod production systems; and 2) Environmental landscape management using and implementing Florida Friendly Landscapes.

Duties and Responsibilities
This Agent will:

- Provide leadership to Walton County and assistance to adjoining counties in the areas of commercial horticulture and residential horticulture to develop strategies for content delivery methods using traditional and new technologies for educational programs.
- Provide pesticide training to landscape professionals, industry organizations and government employees in obtaining and maintaining their pesticide licenses.
- Provide extension education for commercial horticultural crops, which include the profitable production and management of vegetable crops and nursery stock.
- Provide extension education to homeowners through assistance from neighbor-county extension faculty in the area of residential horticulture with the teaching and leadership of the Master Gardener Program in Walton County.
- Provide leadership that articulates and communicates complex issues of farm families and agribusinesses to a variety of diverse audiences.
- Assist the Northwest Extension District Agricultural Extension Faculty to increase public awareness and value of extension educational programs that communicate effectively to community leaders.
- Foster teamwork and support for extension both internally and externally across the Northwest Extension District.
- Develop and maintain new content delivery methods for traditional and new social media sites.
- Make professional presentations to articulate and communicate complex issues to a variety of diverse audiences.
• Assist in development and training to increase financial resources and to secure external funding (e.g., public and private grants and contracts) to support Walton County and Northwest District extension programs.
• Possess strong skills in written and oral communication, computer and social networking, grant writing and procurement, team-building, conflict management, and organizational development.
• Possess strong networking and relationship-building skills, strong personal initiative, enthusiasm, resourcefulness, innovativeness, problem solving skills, and creativity.
• Assume other assignments and responsibilities in support of the total extension program as assigned by the County Extension Director and District Extension Director.
• Follow all University of Florida and Walton County policies and procedures.

The successful candidate must demonstrate the ability to 1) work with community agencies and groups in collaborations and partnerships; 2) work with and enhance strong advisory committees; 3) develop good media relations; 4) design, implement, and evaluate community based educational programs based on needs assessment with input from community members; 5) work cooperatively as a leader and team member; 6) work independently with minimal supervision; and 7) acquire significant external funding to support the extension program.

Qualifications
• A bachelor’s degree from an accredited college or university is required; a master’s degree is preferred. Preferred fields are horticulture, agriculture, agricultural education, extension education, or a related field.
• Previous experience with commercial and/or residential horticulture is required.
• Extension education experience or equivalent is preferred.
• Candidates must demonstrate knowledge and experience in the use and application of information technology and communications applications.
• Proficiency with web-based social media and webinar software (e.g., Adobe Connect, Skype) as teaching tools is preferred.
• Must be willing to work nights and weekends, and occasionally travel overnight.
• Ability to maintain a Florida driver’s license and travel using personal transportation for work-related duties.
• Must pass a requisite national background screening. The successful candidate may be required to pass a county physical, criminal background check, and drug test.
• Walton County residency is preferred, as the agent is expected to be an active member of the community.

Other information
Located in the western Florida Panhandle, Walton County has a population of 60,000+ with more than 22,000 households and businesses with landscapes. The Extension office is located in the county seat of DeFuniak Springs. A growing number of small commercial ornamental nurseries and sod growers are located in Walton County. Commercial vegetable growers are primarily small scale producers of a wide variety of vegetable crops. Tomatoes, watermelons,
cantaloupes, squash, sweet corn, peas, okra, grapes and greens make up the major vegetable crops grown commercially. There are currently two farmer’s markets operating in the county. The candidate will be required to obtain a pesticide license.

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/495025](http://explore.jobs.ufl.edu/cw/en-us/job/495025), 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](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
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.