

Job Vacancy #04-10:
Extension Agent (4-H Youth Development)
La Plata County, Durango, Colorado

La Plata County is located in southwest Colorado. The population of La Plata County is approximately 50,480. The county population is 81 percent White (non-Hispanic), and 11 percent Hispanic. The Southern Ute Indian Tribe and Ute Mountain Ute Indian Tribe are sovereign neighbors. Median home value of \$183,900 is higher than the Colorado average (\$166,600). Those living below poverty are about the Colorado Average at 11.3 percent. Population centers are the city of Durango, the county seat, and the neighboring towns of Bayfield to the east and Ignacio to the southeast. Outdoor recreation opportunities abound and include camping, hiking, backpacking, fishing, hunting, and both alpine and Nordic ski opportunities are within moderate travel distances. Major local employers include government, education, medical, tourism, agriculture, manufacturing, and service industries. Fort Lewis College, a four-year liberal arts college, is located in Durango. The 4-H Youth club program is strongly supported in the county, and consists of approximately 300 youth and 113 adult volunteers. 4-H enrichment (such as after school programs) reach an additional 3600 youth. Colorado State University is represented in the community through the Extension office. To learn more about La Plata County government, refer to http://co.laplata.co.us/fairgrounds/fair_ext.htm. To learn more about Colorado State University Extension, go to <http://www.ext.colostate.edu>.

APPLICATION PROCESS AND DEADLINE: All materials must be **RECEIVED** no later than **12 noon Mountain Time on February 11, 2010** for full consideration.

Please submit the following via e-mail to apply:

- Cover letter
- Statement (no more than 5 pages) of how you meet all the "Required" and "Desired" criteria listed in the Vacancy Announcement
- Resume
- Transcripts of college(s) course work **showing degrees conferred**
- Name, address, telephone, e-mail address, and your relationship to at least four (4) references (Note: Applicant will be notified **PRIOR** to references being contacted.)

E-mail all materials to cepersonnel@ext.colostate.edu. If you are unable to e-mail your materials, please call (970) 491-1617 for alternate delivery methods.

For questions regarding the application process, contact (970) 491-1617 or cepersonnel@ext.colostate.edu.

For questions regarding the job vacancy and responsibilities, please contact Nathan Moreng, 970-241-3346 or nathan.moreng@colostate.edu.

PURPOSE OF POSITION: To provide leadership, direction, organization and implementation of a broad based 4-H Youth program in La Plata County. To work in cooperation with other Extension Agents in the San Juan Basin counties (Archuleta, La Plata, Montezuma, and Dolores) to support 4-H Youth development objectives.

RESPONSIBILITIES AND RELATIONSHIPS: The individual in this position reports to the La Plata County Director and is a local representative of Colorado State University. The successful candidate will:

- Provide leadership to the La Plata County 4-H Youth program club program and 4-H enrichment programs (such as after school programs) to support the growth and development of life skills for youth and adult audiences. Participate on work teams that help the 4-H program reach its potential.
- Provide leadership and coordination for 4-H volunteer development, including recruitment, selection, orientation, education and training, motivation and evaluation.
- Assure that policies, decisions, and directions of the 4-H youth development program in La Plata County are in alignment with state-wide guidelines.
- As the representative of the 4-H youth development program, actively participate in meetings with committees and boards involved in organizing and conducting youth development activities, including the La Plata County fair.
- As a member of the San Juan Basin Extension Agent team, provide leadership to STEM (Science, Technology, Engineering and Mathematics) curriculum implementation as determined by mutual agreement between those Extension Agents involved in the 4-H youth development program.
- Maintain effective communication and develop partnerships with appropriate county staff, CSU personnel, and county agencies/organizations to enhance strong program delivery and evaluation.
- Maintain professional competence through study, participation in professional activities and the application of knowledge and skills on the job. Maintain high ethical and professional standards.
- Identify and pursue resources (grants, contracts, in-kind contributions, cost recovery fees, etc.) to enhance the county program; works with teams to attract and use such resources and manages county and grant budget allocations in an appropriate manner.

RESPONSIBILITIES AND RELATIONSHIPS (Cont.):

- Assure compliance with civil rights and affirmative action policies including reaching out to underserved and underrepresented audiences.
- Willingness and ability to travel (including overnight stays) and participate in evening and weekend programs and activities.
- Provide assistance with other duties as assigned.

SALARY: Starting salary range is between \$39,400 and \$54,900 depending on experience. Funding for this position is shared by both Colorado State University Extension and La Plata County. This sharing arrangement will transition from one where Colorado State University funds the majority, to one where La Plata County and Colorado State University Extension each fund one-half of the position beginning 2013.

EDUCATION & EXPERIENCE:

REQUIRED

- A Master's degree must be completed prior to beginning the position. Degree(s) may have been awarded in a number of different areas but must provide a broad and significant understanding of youth development.
- Demonstrated skill working with people as individuals, groups, and staff, and ability to forge equitable partnerships with other professionals and organizations to accomplish team goals as indicated by experience and references.
- Demonstrated experience or training in the recruitment and management of volunteers.
- Understanding of different ethnic and socioeconomic audiences, commitment to include diverse voices in program prioritization and planning, and a commitment to developing and delivering both inclusive and targeted programming.
- Evidence of drive and initiative as demonstrated by personal experiences and previous employment (must be a self starter).
- Leadership ability as demonstrated by professional experience and/or appointed/elected positions of responsibility.
- Ability to communicate (oral, written, listening, and public speaking/presentations skills) as demonstrated by formal training, experience and application materials.
- Computer literacy as demonstrated by evidence of computer use in an educational setting, including, but not limited to program development, delivery and/or management.
- Demonstrated ability to resolve conflicts, mediate issues, and facilitate group interactions.

DESIRABLE

- Experience in STEM (Science, Technology, Engineering and Mathematics) or SET (Science, Engineering and Technology) curriculums. STEM and SET are often used interchangeably.
- Experience working with 4-H enrichment programs.
- Experience with livestock (horses, cattle, swine, sheep, etc).
- Experience in developing financial support for educational programs including contracting, donor development, grantsmanship, or cost recovery.
- Professional experience with or knowledge of Extension and the land-grant university system.
- Experience working with the media and web-based information delivery methods.
- Ability to speak Spanish.

BENEFITS: Based on full-time employment. Twenty-four working days vacation each year, 15 days sick leave. Enrollment in group health, life and accident insurance, various retirement plans, work injury benefits, and disability insurance are all available.

Available personal transportation required, travel allowance provided. Colorado State University provides an allowance for moving new employees.

Colorado State University is an equal opportunity/affirmative action institution and complies with all federal and Colorado State laws, regulations, and executive orders regarding affirmative action requirements in all programs. The Office of Equal Opportunity and Diversity is located in 101 Student Services Building. In order to assist Colorado State University in meeting its affirmative action responsibilities, ethnic minorities, women, and other protected class members are encouraged to apply and to so identify themselves.

Colorado State University Extension operates in compliance with the same laws and executive orders as the University as administered by the U.S. Department of Agriculture relations. As a part of the USDA regulations, the Extension Equal Employment Opportunity representative may be contacted at 1311 South College Avenue, Room 102, Colorado State University.

Under the Colorado Open Records Law in order for application materials to be treated as confidential a specific written request that all materials submitted be held in confidence must accompany your application. Such confidentiality cannot be extended to those identified as "finalists" i.e. selected for interview by the Search Committee.

BACKGROUND CHECK: Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.

Application process and additional information may be obtained at our Web site: www.ext.colostate.edu (click on Employment) or by contacting:

Judith A. Barth, Ph.D., Assistant Director, Operations
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