Position # 00014037
4-H – Youth Development Agent                                            Extension Agent I, II
Alachua County (Northeast District)                                               Gainesville, Florida
Application Deadline: May 29, 2007 or until filled

Provide leadership for development, implementation and evaluation of a comprehensive county 4-H youth development program in cooperation with local citizens and county/state Extension colleagues. Maintain an effective 4-H Advisory Committee. Establish and maintain an effective system for accountability and public information to all relevant individuals, groups, organizations and agencies. Develop and sustain partnerships with community agencies and organizations sharing common goals. Target programs to achieve program balance reflective of the county’s population diversity and to address the unique educational needs of the county’s residents. Develop, sustain and monitor the effectiveness of a volunteer system to staff the 4-H program including recruitment, volunteer staff development and evaluations/recognition. Provide leadership for managing private financial resources to support 4-H programming. Provide leadership for management of all program components including program policies, enrollments and records, risk management, communications and educational materials. Assume other assignments and responsibilities in support of the total Extension program as assigned by the County Extension Director or District Extension Director and follow all University and county policies and procedures.

Qualifications
Bachelor’s Degree required; Master’s Degree preferred. Significant progress on Master’s degree must be made in five years. Degrees must be from accredited colleges and universities in youth development, education, community development/sociology, agricultural and extension education, agriculture, and family/youth and consumer sciences or related fields. Must have ability to design, teach and conduct community-based educational programs with emphasis on youth development, manage volunteer systems and apply experiential education and community development methods. Experience as a community volunteer is preferred. Must have skills in working cooperatively with youth and adults; has qualities of resourcefulness, creativity, enthusiasm and innovativeness. Possesses good verbal and written communication skills; has good organizational development and management skills. Works independently with minimal supervision; works effectively as team member. The successful candidate must be able to use computer technology for communications and program management functions. Willing to work irregular hours and weekends; occasional overnight travel required. Must be able to obtain a Florida Driver’s license; must be willing to travel with personal vehicle. Employment is contingent upon the results of a national background screening.