Position # 00014615
CED/Family and Consumer Science Extension Agent II, III, or IV
Suwannee County (Northeast District) Live Oak, Florida
Application Deadline: 06/20/2007* or until position is filled.

The County Extension Director (CED) will be responsible for the administration, supervision, coordination and leadership of the total Extension program. The CED will supervise and provide specific program leadership to County Faculty who program in the broad areas – namely, Agriculture and Natural Resources, Family and Consumer Sciences, 4-H and Youth Development, Horticulture and related fields. Programmatically the agent will provide leadership for development, implementation and evaluation of a comprehensive county family and consumer science program in cooperation with local citizens and county/state Extension colleagues. The agent will be responsible for planning, developing, implementing, and evaluating Family and Consumer Sciences programs for some of the following areas such as financial management, housing, consumer education, family development, foods and nutrition, health and related topics. Maintain an effective Overall and FCS 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.

This person must represent Extension, market the total Extension program and develop effective working relations with county government, producer groups, community leaders, media related agencies and the general public. The successful candidate must have the ability to perform effectively the functions of planning, budgeting, staff evaluations, and allocation of resources, personnel management, and communication. The candidate must be willing to work irregular hours and some weekends. Must possess and maintain a valid Florida drivers license.

This position requires a Master’s degree and a minimum of five (5) years of Extension experience or equivalent. Management and budgeting experiences are preferred. Knowledge and experience in computer/technologies is mandatory. A Masters degree in Family and Consumer Sciences, Human Sciences or closely related field is required. The successful candidate must pass background checks and a drug test required by the county.

The agent will follow all Extension policies regarding program development and program reporting. The agent will assume other responsibilities as assigned by the District Extension Director. The agent will be expected to work with agencies/organizations to acquire grants (monetary/in-kind), assist/lead cooperative interdisciplinary projects, provide service to schools, develop creative works (presentations, posters, website contributions, etc.), write non-technical people-friendly publications, and participate in professional societies. The agent will be expected to attain promotion and permanent status per state faculty guidelines. This is a permanent status accruing position.