POSITION INFORMATION

Title: Extension Agent
Program Area: Family and Consumer Sciences
Clientele Served: Adult
Headquarters: Somerville, TN

Screening of applicants’ credentials will begin immediately and will continue until the position is filled.

Date Issued: 08/08/2023
Effective Date: 11/01/2023

SALARY
Commensurate with training and experience. This position is funded jointly by UT Extension and Fayette County. Fayette County Government funds 28% of the position salary and benefits costs.

BENEFITS
Group hospitalization and life insurance; State Retirement; Workers’ Compensation; sick and annual leave; numerous University of Tennessee and state benefits programs, including liberal time off for holidays, and longevity pay after three years of service; reimbursement for official travel.

RESPONSIBILITIES:
• Plan, execute and evaluate adult Family and Consumer Sciences educational programs.
• Secure and train volunteer leaders and serve as an educational resource for the Family and Consumer Sciences programs within the county.
• Meet with, advise and train leaders of organized Family and Consumer Sciences groups, including Family and Community Education Clubs.
• Responsible to the County Extension Director and must keep current on the latest research information in Family and Consumer Sciences.
• Provide leadership for a program of activities that meets the needs of all eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.
• Assume other duties as assigned.

NEW APPLICANTS

REQUIREMENTS:
• Bachelor’s degree in Family and Consumer Sciences and/or majorsing in nutrition, culinary arts, child and family studies, consumer economics, human ecology, community health, or a closely related major.
• Applicants must have either a minimum cumulative grade point average of 2.7 on a 4.0 point scale, a minimum of 3.0 during their senior year of undergraduate study, or must have earned a Master’s degree. Preference will be given to applicants with a MS Degree, and/or work experience in a related field.
• A complete application package will include a 1) letter of interest, 2) a resume or curriculum vitae, and 3) official or unofficial transcripts showing degree(s) conferred.

Please apply online by clicking this link: Apply for Extension Educator Positions
UT Extension
212 D Morgan Hall
Knoxville TN 37996-4525
Phone: (865) 974-7245
Fax: (865) 974-0882
E-mail: UTExtensionPersonnel@utk.edu
Web Site: http://utextension.tennessee.edu

TENNESSEE AGENT TRANSFER REQUESTS

REQUIREMENTS
Request for transfer/reassignment may be approved if applicant:
• has normally been employed with Extension in their current location a minimum of eighteen (18) months;
• has a performance rating of satisfactory or above for the previous eighteen (18) months; and
• training appropriate for the assignment.
• Attach a complete application package which includes a 1) letter of interest, 2) a resume or curriculum vitae, and 3) official or unofficial transcripts showing degree(s) conferred.

Please complete an internal/transfer application online by clicking the link: Internal/transfer Application