UTIA CAREER OPPORTUNITY

POSITION X2362 Extension Specialist, Value-Added Financial Analysis

LOCATION University of Tennessee Institute of Agriculture, Extension, Center for Profitable Agriculture. The Center for Profitable Agriculture is headquartered at the Ridley 4-H Center in Columbia, Tennessee. The preferable office location for the position is at the CPA headquarters, however, the office location may be flexible within Tennessee and will be determined at the time of hire.

EFFECTIVE DATE Review of applications will begin September 15, 2023 and continue until the position is filled, with a preferred starting date of January 1, 2024.

SALARY AND BENEFITS

Salary is commensurate with training and experience. Benefits include group hospitalization and life insurance; State Employees 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.

JOB DESCRIPTION AND RESPONSIBILITIES

The Center for Profitable Agriculture is a department within UT Extension and a partnership with the Tennessee Farm Bureau Federation. The Center staff work to help farmers analyze and develop value-added farm enterprises across the state. The Extension Specialist - Value-Added Financial Analysis position provides leadership for planning, implementing, and evaluating statewide educational programs in value-added financial analysis and farm enterprise development. The Extension Specialist - Value-Added Financial Analysis position is a full-time, non-tenure track, 100% Extension position. Success in this position requires a high level of individual initiative and in-person collaboration, teaching and consultation prompting overnight travel and work beyond the normal work schedule, including some evenings and weekends.

To achieve the mission of the Center, the Extension Specialist - Value-Added Financial Analysis will:

- Develop a statewide Extension educational program based on financial analysis fundamentals in support of value-added agriculture development.
- Plan, develop, implement, evaluate, and report value-added educational programs focusing on value-added financial analysis and farm enterprise development.
- Provide leadership for a program of activities that meets the needs of eligible clientele regardless of race, color, national origin, sex, age, disability, religion, or veteran status.
- Provides training in value-added farm enterprise development for county Extension agents and teaches in-service training for agents and multi-county programs, while also supporting and participating in county-based Extension programs.
- Work closely with other members of the Center's faculty and staff as well as program partners in the Tennessee Department of Agriculture and the Tennessee Farm Bureau Federation.
- Secure external funding for projects that promote and strengthen value-added and direct-marketing activities through grants, collaborations, contracts, gifts and/or fees.
- Author Extension educational publications, fact sheets, and reports to support educational programs and outreach.
- Develop effective teaching tools
- Plan, implement, evaluate, and report various teaching methods such as presentations in workshops, seminars, and conferences.
- Provide consultations and assistance to clients and contacts through on-site visits and distance communications.
- Conduct financial analysis for value-added projects submitted to the Center by farmers and agri-entrepreneurs.

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status. Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations. In accordance with the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University. Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone 865-974-2498 (V/TTY available) or 974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.

- Stay informed of current information in the area of value-added agriculture through professional development activities such as attending seminars and professional meetings.
- Perform other related duties as required.

REQUIREMENTS

- Master's Degree in Agricultural Economics. All applicants that will graduate with their Master's prior to the position start date are welcome to apply.
- Knowledge and skills that demonstrate promise in Extension program development and outreach.
- Knowledge of value-added farm enterprise analysis/development/operation.
- Knowledge and skills of how to develop and conduct financial analyses for value-added farm enterprises.
- Proficient knowledge and skills with computer applications such as, Microsoft Office (Word, Excel, PowerPoint, Outlook), Internet (Web, e-mail), etc.
- Effective ability to provide leadership to multidisciplinary teams as well as abilities to work and serve as an effective member of program teams.
- Effective communication skills (written and verbal).
- Knowledge and skills in grant writing and proposal preparation for external funding.
- Knowledge and skills of how to initiate proactive educational programs and respond to program needs by clients.

PREFERENCES

- Bachelor's degree in agriculture.
- Knowledge of Extension programs and the land-grant mission.

NEW APPLICANTS

REQUIREMENTS

Please apply online by clicking this link: External Applicants Internal Applicants

Submit a complete application packet which includes a 1) letter of interest, 2) a resume or curriculum vitae, 3) and official or unofficial transcripts showing degree(s) conferred.

Troy Dugger, Program Coordinator
Helping Farmers Develop Value-Added Enterprises
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