 POSITION X2364  Extension Specialist

LOCATION  The University of Tennessee, Institute of Agriculture, Extension, Department of Food Science, Knoxville, TN

TARGET START DATE  Review of applicants will start immediately and will continue until the position is filled.

SALARY AND BENEFITS
Salary is commensurate with training and experience. This is a limited-duration appointment (LDA). A Limited Duration Appointment (LDA) is a form of regular employment for a specific project or for a limited period. An LDA may be established for up to one year with an option to renew the appointment annually for a maximum of three years. 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
The Department of Food Science is seeking an individual to plan, implement, manage, and deliver fee-based programs specific to food science, particularly hygienic design of equipment for food production. The specialist is expected to develop (and support) research-based certification and training programs to be delivered to stakeholders across Tennessee. A successful applicant is also expected to provide support for an international program in hygienic design and testing of food processing equipment.

RESPONSIBILITIES
- Develop, deliver, and administer fee-based, certification and hygienic design training programs for the food manufacturing equipment industry.
- Collaborate with other state specialists and county agents on planning, development, implementation, and evaluation of food safety and hygienic equipment design educational materials and trainings.
- Support statewide food safety Extension programs for the food manufacturing industry.
- Contribute to and build partnerships inside and outside the department and organization.
- Support, strengthen and participate in county-based Extension programs.
- Participate in professional development opportunities.
- Participate in securing external funding for programs through grants, contracts, gifts and/or fees.
- Evaluate and report inputs, outcomes, impacts and accomplishments.
- Provide support 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.
QUALIFICATIONS

Required:
• Earned M.S. degree (or higher) in Food Science or related discipline.
• Two years of experience in the areas of food safety, food manufacturing, or hygienic equipment design.
• The ability to synthesize knowledge and apply it to the development of educational materials as well as working with clients one-on-one.
• Excellent written and verbal communication skills.
• Excellent organizational skills.
• Excellent computer skills [Proficient use and experience with computer applications such as Microsoft Office (Word, Excel, PowerPoint), Internet (Web, e-mail), etc.]
• Demonstrated ability to work both independently and collaboratively and evidence of strong skills in building, supporting, and working in teams.

Preferred:
• Five years of food industry experience
• Experience in all facets of regulatory compliance as it pertains to food production and manufacturing, especially good manufacturing practices and sanitation.
• Experience in evaluating regulatory compliance for food production and manufacturing.
• Ability to develop and implement proactive educational programs.
• Ability to assess and respond to program needs of clients.
• Knowledge of agricultural Extension programs and the land-grant mission.

TO APPLY:

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.

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