POSITION INFORMATION

Title: Extension Agent
Program Area: 4-H Youth Development
Clientele Served: 4-H Youth
Headquarters: Knoxville, TN

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

Date Issued: 11/01/2023
Effective Date: 01/01/2024

SALARY
Commensurate with training and experience. Knox County Government funds 100% 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:
• Plans, executes, and evaluates 4-H Youth Development (100%) educational programs.
• Implements, evaluates, and reports 4-H Youth Development Programs related to organization, leadership, recognition, sponsorship, etc.
• Assumes responsibility for all youth projects, activities, shows, events, and committees.
• Secures and trains volunteer leaders and serves as an educational resource for educational youth programs within the county.
• Responsible to the County Extension Director and must keep current on the latest research information in youth development.
• Provides 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 Agriculture, Family and Consumer Sciences or a field related to Education and/or youth development is required.
• 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, 3) and 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 official or unofficial transcripts showing degree(s) conferred.

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

All qualified applicants will receive equal consideration for employment and advancement without regard to race, color, religion, sex, national origin, age, disability, or other protected status. The University of Tennessee is committed to providing an environment free of discrimination and harassment for all students, faculty, and staff. If you believe you have been discriminated against, you should contact the Office of Equity and Inclusion at 865-974-4663.