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

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

Date Issued: 11/14/2023
Effective Date: 1/1/2024

SALARY
Commensurate with training and experience. This position is funded jointly by UT Extension and Sumner County. Sumner County Government funds 47% of the position salary and benefits costs.

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 majoring 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. Applicants graduating prior to position start date are welcome to apply.
• 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
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, 3) 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 admission without regard to race, color, religion, sex, marital status, national origin, age, disability, or any other characteristic protected by federal or state law. The University’s recruitment, employment, compensation, and general employment practices are in compliance with all applicable laws and regulations. The University of Tennessee System and UT Extension are Equal Opportunity Affirmative Action Institutions. The University does not discriminate in its recruitment and employment policies and practices. All qualified applicants will receive equal consideration for employment and admission without regard to race, color, religion, sex, marital status, national origin, age, disability, or any other characteristic protected by federal or state law. The University’s recruitment, employment, compensation, and general employment practices are in compliance with all applicable laws and regulations. The University of Tennessee System and UT Extension are Equal Opportunity Affirmative Action Institutions. The University does not discriminate in its recruitment and employment policies and practices.

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