POSITION INFORMATION

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

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

Date Issued: 01/24/2024
Effective Date: 04/01/2024

SALARY
Commensurate with training and experience. This position is funded jointly by UT Extension and Wayne County. Wayne County Government funds 22% of the position salary and benefits costs.

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, 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. 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