POSITION INFORMATION

Position # X2424 – Fayette County

Title: Extension Agent
Program Area: Agriculture
Clientele Served: Adult and Youth
Headquarters: Somerville, TN

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

Date Issued: 02/14/2024
Effective Date: 06/01/2024

SALARY
Commensurate with training and experience. This position is funded jointly by UT Extension and Fayette County. Fayette County Government funds 28% 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:

• Plan, execute, and evaluate Agriculture and Natural Resources (75%) and 4-H Youth Development (25%) programs.
• Responsible to the County Extension Director and must keep current on the latest research information in ANR/4-H Youth Development.
• Assume joint responsibility for all applicable ANR/4-H Youth Development projects, activities, shows, events, and committees.
• Recruit, train, and support volunteer leaders and serve as an educational resource for the 4-H Youth Development and Agriculture programs.
• Secure extramural funds to support Extension programs via grants, fee-based programs, and gifts.
• Develop and maintain expertise about issues important to ANR/4-H Youth Development in the county.
• Cooperate with the staff in promoting the total Extension program.
• Develop a network of relationships with key stakeholders, organizations, and Extension employees pertinent to Extension programs in the county.
• Provide accurate and timely reporting of program accomplishments and impacts into the UT Extension reporting system.
• 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 Agriculture, Natural Resources, or closely related field 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 Phone: (865) 974-7245 212 D Morgan Hall Fax: (865) 974-0882 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

UT Extension provides access to the University of Tennessee as the backbone of the Institute of Agriculture. With an office in every Tennessee county, UT Extension delivers educational programs and research-based information to citizens throughout the state. In cooperation with Tennessee State University, UT Extension works with farmers, families, youth and communities, to improve lives by addressing problems and issues at the local, state and national levels.