

Atchison County Family and Consumer Sciences Extension Agent

Lead dynamic family, health, financial, and youth development extension programs in Atchison County,

Apply online using our [application site](#). For more information visit ksre.ksu.edu/jobs.



TITLE:

Extension Agent

PRIMARY AREA OF RESPONSIBILITY:

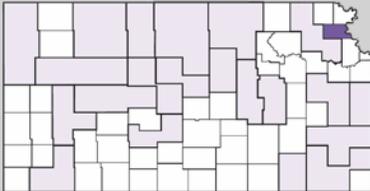
Family and Consumer Sciences programming

APPLICATION DEADLINE:

Wednesday, December 07, 2022
Interviews held on January 04, 2023

LOCATION:

Office located in Lancaster, KS



Atchison County is a two-agent county located in the Glacial Hills of Northeastern Kansas. The county borders the Missouri River and has a population over 16,000. Its county seat and most populous city is Atchison. Both urban and rural, there are more than 6,000 home units. Atchison County has diverse businesses related to manufacturing and agriculture. Atchison County has two school districts, two parochial school campuses, Highland Community College, and Benedictine College. The 4-H Youth Development Program has five community clubs and a presence in school enrichment.

POSITION DESCRIPTION AND RESPONSIBILITIES

Extension agents are professional educators who serve as a link between Kansas State University and communities across Kansas. Agents are jointly responsible to the Director of K-State Research and Extension (represented by a designated administrator) and the local extension board.

- Lead the development, implementation, and evaluation of research-based educational programming related to family and consumer sciences. Programming will include but is not limited to: family life, nutrition, food safety, parenting, communication, financial management, leadership, and health.
- Provide primary leadership for the development, implementation, and evaluation of the 4-H youth development program for school-aged youth in cooperation with volunteers and extension colleagues. Programming will include but is not limited to: community clubs support, out-of-school programs, school enrichment, volunteer management, and outreach to create new program opportunities with existing and new community partners.
- Supervise the county's annual 4-H youth development summer intern.
- Share responsibility for community vitality programming that helps our communities become better places to live, work, and play. Programming will strengthen social, civic, economic, and technological capacity of communities through leadership development and civic engagement.
- Successful extension programs require agents to:
 - Identify local needs and emerging issues related to K-State Research and Extension's five Grand Challenges (water and natural resources; community vitality; health; developing tomorrow's leaders; and global food systems) by engaging with program development committees and other community organizations and professionals.
 - Design appropriate educational strategies to engage clientele. Strategies might include educational programming in a community-based setting; events and activities that provide experiential learning opportunities; use of innovative technologies; individual educational consultations; and group facilitation.
 - Develop and implement strategies to serve diverse audiences and to ensure K-State Research and Extension is an equal opportunity provider of educational programming.
 - Collect and communicate evidence of educational program impact.
 - Cultivate expertise in a subject matter competency area by engaging as a member of a Program Focus Team.
- Pursue internal and external funding to support educational programming.
- May periodically be assigned to serve as the local unit director providing administrative oversight for fiscal operations; coordination of personnel; the development, delivery, and reporting of program impact; and other administrative functions assigned by the director for extension's representative and the extension board.
- Serve as a member of the Atchison County team cooperating in the planning and delivery of county-wide programming and related events.

MINIMUM QUALIFICATIONS

- Bachelor's degree.
- Academic coursework, professional development, or prior employment related to the position responsibilities.
- Evidence of strong academic and/or professional performance as documented by college transcripts or documented success in increasingly responsible professional positions.
- Ability to communicate effectively, both orally and in writing, with individuals, groups and through mass media.
- Familiarity with various ethnic and socio-economic audiences; an interest in working with people from diverse backgrounds; and a commitment to supporting and enhancing K-State Research and Extension's initiative for diversity, equity, and inclusion.
- Ability to work a flexible schedule which will include some nights, weekends, and overnight travel.

PREFERRED QUALIFICATIONS

- Master's Degree.
- Commitment to personal and professional development.
- Experience working with youth across multiple age groups in both formal and informal settings.
- Competence using electronic communication and computer applications to fulfill programming responsibilities.
- Self-motivation and ability to work with minimal supervision while balancing multiple projects.
- Understanding of educational program design, promotion, implementation, and evaluation.
- Experience with volunteer recruitment, support, and management.
- Skills in group facilitation.
- Knowledge of adult and youth teaching/learning processes.
- Experience seeking and administering external grant funding.
- Ability to communicate effectively with both English and Spanish-speaking learners.

OTHER QUALIFICATIONS

- **Applicants must be currently authorized to work in the United States at the time of employment.**
- Access to a personal vehicle and the ability to obtain/maintain a valid driver's license.

SALARY, BENEFITS, AND PROFESSIONAL DEVELOPMENT:

- Salary commensurate with professional experience and available funding as negotiated by the regional extension director, the local extension board, and the applicant. The base starting salary is \$43,000 for a bachelor's degree with no professional experience and \$47,000 for a master's degree with no professional experience.
- Extension agents are Kansas State University educators and have the Board of Regents retirement plan, eligibility for health and life insurance, and earn vacation and sick leave. See a [complete list of benefits](#).
- Reimbursement for travel related to achieving program objectives.
- New agents will be provided with comprehensive Early Career Professional Development training throughout their onboarding period. This series will include virtual and in-person training and networking opportunities.
- Tuition assistance is available to full-time employees and their spouse/dependents.

LEARN MORE ABOUT WORKING WITH K-STATE RESEARCH AND EXTENSION:

- Visit the [K-State Research and Extension](#) website.
- Contact Jennifer Wilson, Leader of Extension Operations via email (jrwilson@ksu.edu) or phone ([785-532-5790](tel:785-532-5790)) with questions about this position.

EQUAL EMPLOYMENT OPPORTUNITY:

Kansas State University is an Equal Opportunity Employer. All applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender, gender identity, age, national origin, disability, or status as a protected veteran.

BACKGROUND SCREENING STATEMENT:

In connection with your application for employment, Kansas State University will procure a Background Screen on you as part of the process of considering your candidacy as an employee.