



POSITION ANNOUNCEMENT

Ohio State University Extension
Human Resources
2120 Fyffe Road, Room 10
Columbus, OH 43210-1084

Requisition Number - 340410

Phone: 614-292-5683
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<http://extensionhr.osu.edu>

July 26, 2008

POSITION: County Extension Educator
Family and Consumer Sciences

LOCATION: Pickaway County
Headquarters in Circleville, OH

DATE OPEN: Immediately

DEADLINE DATE: August 24, 2008



COUNTY PROFILE: Pickaway County is a rich agricultural county adjacent to a major urban center, Columbus, Ohio. The county population in 2006 was 52,989 up from 52,727 in 2000 census. There were 17,599 households in 2000. The county is 91.9% Caucasian. The median income was \$42,710 in 2003 (30th out of 88 counties). The unemployment rate in January 2007 was 6.7% compared to Ohio's 5.3%. County information may be found at the following web address: <http://pickaway.osu.edu/>

BRIEF JOB DESCRIPTION AND RESPONSIBILITIES: Working collaboratively with a team of Extension professionals and volunteers, the Family and Consumer Sciences County Extension Educator will be expected to:

- Give leadership to proactive program development in the broad areas of family and consumer sciences including: health, food and nutrition; consumer sciences including financial education; human and family development and relationships.
- Serve in a leadership role with other collaborating county agencies and organizations to provide proactive educational programming for individuals, families, agencies, organizations and businesses.
- Deliver recommendations and education using the latest research based information. Conduct applied research as needed to expand the knowledge base and develop educational publications.
- Utilize a variety of education program delivery methods and teaching techniques including distance education, electronic media, newsletters, individual and group meetings, demonstrations, and capacity building to accomplish educational goals and to reach target audiences.
 - Provide leadership to the county's Family Nutrition Program, including its fiscal, personnel, program, and evaluation components.
 - Work flexible hours in order to provide educational programming at the convenience of clientele.
 - Deliver programs at sites accessible to clientele.
 - Utilize computer for communication, data analysis and educational purposes.
- Be an effective team player. Work collaboratively with Extension Educators in all program areas (4-H Youth Development, Community Development, and Agriculture & Natural Resources), where interdisciplinary efforts are needed to meet broad issues or carry out major programming efforts.
- Seek grants and contracts for OSU Extension Family and Consumer Sciences educational programs and interdisciplinary efforts to expand programming offered to clientele or to reach new audiences. Utilize Extension cost recovery strategies to recover costs of targeted educational programs.

The Ohio State University, The United States Department of Agriculture, and County Commissioners Cooperating

- Develop volunteers and their leadership skills. Provide opportunities to serve as spokespersons advocating for OSU Extension and as key leaders in train the trainer efforts.
- Develop an area of specialization consistent with organizational priorities, local needs, personal interest and technical training. Contribute to statewide, regional or interdisciplinary themes and initiatives utilizing area of specialization. 10% of Educator's time will be dedicated to statewide issues.
- Ensure a diversity among potential clientele and learners and equal access to programs and facilities without regard to age, race, creed, color, handicap, sex, sexual orientation, developmental disability, national origin, marital status, arrest or non-program related conviction record.

QUALIFICATIONS: An earned Master's degree with one degree in Family and Consumer Sciences or closely related area and with appropriate course work (examples are: Community Nutrition, Adult/Secondary/Elementary Education, Family Financial Management, Social Work/Counseling); written and oral communication skills; teaching skills; computer skills for communication and educational programming; team player; ability to work with minimum supervision; willingness to work flexible and extended hours. The successful candidate will be asked to complete, submit and have on file in the OSU Extension Human Resources Office a fingerprint criminal background report and a DMA (Declaration of Material Assistance) form before their start date. Other Desirable Qualifications: Successful grant writing experience; program development and teaching experience; program and personnel management experience; demonstrated adaptability and flexibility.

SALARY: Commensurate with experience/credentials. Must provide own transportation with mileage allowance at \$0.505 per mile (03-19-08).

ANTICIPATED INTERVIEW DATES: Selected candidates will be invited to interview at Ohio State University's main campus on September 23, 2008 and in the county at a later date.

OTHER BENEFITS OFFERED: Group life, medical-surgical, major medical, hospitalization, vision, dental and disability insurance, retirement plans, Workers' Compensation, annual vacation, OSU fee allowance and sick leave.

TO BUILD A DIVERSE WORKFORCE OHIO STATE UNIVERSITY EXTENSION ENCOURAGES APPLICATIONS FROM INDIVIDUALS WITH DISABILITIES, MINORITIES, VETERANS, AND WOMEN. EEO/AA EMPLOYER. TDD# 1-800-589-8292.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION OFFICER: Garee W. Earnest, Ph.D., Leader, Human Resources, OSU Extension, 2120 Fyffe Road, Room 10, Columbus, OH 43210-1084

REGIONAL DIRECTOR, OPERATIONS: Dr. Jack Kerrigan, North Central Region, Ohio State University Extension, OARDC, Admin. Bldg., 1680 Madison Ave., Wooster, OH 44691.

TO APPLY: Complete application instructions at http://extensionhr.osu.edu/career/career_application.html To receive full consideration for this position, qualified applicants must submit the following materials: **1)** Completed OSU online application at <http://jobs.osu.edu/> **Email items 2-5 to:** bahnsen.9@cfaes.osu.edu **2)** Cover letter **3)** Resume/Vita and list of experiences and abilities **4)** List of at least three professional references; include email addresses, names, addresses, phone numbers **5)** Official graduate and undergraduate transcripts showing the dates conferred (copies are acceptable); email as a pdf or have ordered transcripts sent to: Ohio State University Extension / Human Resources / Attention: Toni M. Bahnsen / 2120 Fyffe Road, Room 10 / Columbus, OH 43210. **Application materials must be submitted on or before the deadline date listed.**