TITLE: Regional Extension Director  
LOCATION: Northwest Research Extension Center,  
105 Experiment Farm Road, Colby, KS 67701  

GENERAL INFORMATION: The Regional Extension Director works with extension specialists, local unit boards and agents in Northwest Kansas. The Regional Extension Director serves as the designated representative for the Director of K-State Research and Extension for Northwest Kansas local extension unit programs, personnel, and budgets. A review of the appointment as Regional Extension Director is conducted every five years. Full-time faculty appointment in the respective department based on candidate’s qualifications is possible. This position is located in Colby, Kansas.

APPLICATION DATE: Screening of applications will begin July 28, 2016, and continue until the position is filled. The starting date is negotiable.

RESPONSIBILITIES

The person in this position is the unit head for the northwest regional extension office and provides overall administrative leadership for program, personnel, and budget, working with local units in the northwest Kansas region. Specific responsibilities include:

• As a representative of the Director, and in cooperation with local extension boards and county commissions, developing budgets and ensuring compliance with Kansas Extension Council and District laws.
• Developing close working relationships with elected extension boards in the hiring, supervising, evaluating, and supporting of extension faculty and staff at the local level.
• Providing leadership to the planning, development, implementation, assessment, and evaluation of extension educational programming through the processes established across the system.
• Supporting professional development and personal growth of the faculty and staff in the delivery of high quality, relevant, and impactful extension educational programming.
• Providing leadership in the development of Extension Districts and other forms of agreements that enhance cooperation and strengthen the delivery of educational programming across county lines.
• Participating as a team member within the K-State Research and Extension administration in carrying out the guidance and policies to serve the interests of faculty, staff and the people of Kansas.

The position will require attendance at frequent evening meetings and considerable travel within the region in carrying out the work with local extension boards.

This person is administratively responsible to the Associate Director for Extension.

QUALIFICATIONS

Required:

• An earned Master’s Degree.
• Five years’ experience in Cooperative Extension
• Demonstrated leadership skills, effective verbal and written communication skills, the ability to resolve conflict, and the ability to work effectively in team settings.
• Passion for the delivery of high quality Extension educational programs with a focus on the constituents.
• Ability to work within a diverse and multi-cultural environment.
QUALIFICATIONS

Preferred:

• Ph.D. or Ed.D. Degree preferred.
• Academic training or successful professional experience in administration, budgeting, personnel supervision, program development, and program evaluation.
• County Extension or Extension District administrative experience.
• Demonstrated excellence in innovative extension educational program delivery methods and use of technology.

SALARY:  Commensurate with education, training and experience.

ACADEMIC RANK:  This position will be either a regular appointment or tenured appointment.  Applicants eligible for tenure should designate in cover letter desire to request academic tenure and desired academic discipline for the tenure home.  Rank will be commensurate with credentials and experience.

HOW TO APPLY:  Submit a letter of interest, via the Kansas State University online system http://careers.k-state.edu/cw/en-us/job/494894/regional-extension-director-northwest-kansas, identifying your strengths commensurate to this position, as well as a resume and the names and contact information for three references. For additional information, please contact Linda Lamb, 785-532-1944, llamb@ksu.edu.

BENEFITS:  This is an unclassified position of K-State Research and Extension.  The Kansas State University benefit package includes a retirement plan, group health and life insurance plans, worker's compensation, vacation, sick leave and other benefits.  For a complete list of benefits, see http://www.k-state.edu/hcs/benefits/.

EQUAL EMPLOYMENT OPPORTUNITY:  Kansas State University is an Affirmative Action/Equal Opportunity employer committed to nondiscrimination on the basis of race, sex, national origin, disability, religion, age, sexual orientation, or other non-merit reasons (including employment of disabled veterans and veterans of the Vietnam era.)  EEO Coordinator: Stacey M. Warner, 121 Umberger Hall, Manhattan, KS 66506.  EEO Counselor: Daryl D. Buchholz, 123 Umberger Hall, Manhattan, KS 66506.

07/2016

Stacey M. Warner
Leader, Extension Operations