

# Wyandotte County Nutrition, Food Safety and Health Extension Agent



## ABOUT THIS ROLE

### Title

Extension Agent.

### Primary responsibility

Nutrition, Food Safety and Health programming.

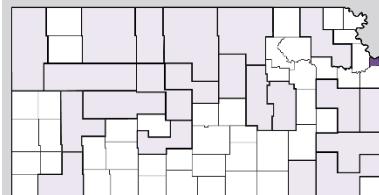
### Application deadline

Monday, January 12, 2026.

*Interviews will be held January 27, 2026.*

### Location

Office located in Kansas City, KS.



Wyandotte County consists of three cities: Kansas City, KS; Bonner Springs; and Edwardsville. As of 2022, the county's population was 167,989, making it the fourth-largest county in Kansas. Residents are community-focused and are proud to call the "Dotte" home.

This agent will be part of a dynamic team who are passionate about serving those who live, work and play in Wyandotte County. When fully staffed, the office employs a director, four extension agents, three office professionals, and two nutrition assistants.

## Lead dynamic food, health and nutrition extension programs in Wyandotte County, KS.

Apply for [K-State Careers #520952](#). Learn more at [ksre.k-state.edu/about/careers](http://ksre.k-state.edu/about/careers).

## POSITION DESCRIPTION AND RESPONSIBILITIES

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

- Lead the development, implementation, and evaluation of research-based educational programming related to nutrition, food safety and health. Programming may include but is not limited to: nutrition through the life cycle; supplemental nutrition education; food security; consumer and food handler food safety; local food systems; physical activity promotion; and chronic disease prevention.
- Manage Wyandotte County's Expanded Food and Nutrition Education Program (EFNEP) efforts to provide accessible nutrition and physical activity education for families, pregnant women and caregivers who are eligible to receive food assistance.
  - Provide primary supervision for the county's two full-time EFNEP nutrition assistants.
- Coordinate Wyandotte County's [Extension Master Food Volunteer program](#), a team of extension-trained volunteers who provide community service and education related to food, cooking and nutrition.
- Share responsibility for 4-H youth development programming related to nutrition, food safety and health.
- Share responsibility for community vitality programming that helps our communities become better places to live, work, and play by strengthening social, civic, economic, and technological capacity 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 critical issues (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 respond to emerging needs and engage clientele by aligning with the imperatives of the [K-State Next-Gen Strategic Plan](#). 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.
  - Collaborate with local partners to meet community and programmatic needs.
  - Recruit and manage volunteers to further the reach and impact of extension programming.
  - Develop and implement strategies to serve all community audiences.
  - Collect and communicate evidence of educational program impact.
  - Cultivate expertise in a subject matter competency area by engaging as a member of the Nutrition, Food Safety and Health Program Focus Team.
- Pursue internal and external funding to support educational programming.
- Serve as a member of the Wyandotte County team, cooperating in the planning and delivery of county-wide programming and related events.

## MINIMUM QUALIFICATIONS

### Education and experience:

- Bachelor's degree.
- At least 12 credit hours of academic coursework or six months of professional experience related directly to the primary programming responsibilities (e.g., nutrition, dietetics, public health).
- Demonstrated academic and/or professional achievement (minimum cumulative GPA of 2.75 on a 4.0 scale or evidence of progressively responsible professional roles).
- Experience delivering information, training, or education to groups or individuals, either in person or through media.
- Leadership experience in supervisory or informal roles.

### Licenses and certifications:

- Must have access to a personal vehicle and the ability to obtain/maintain a valid driver's license.

### Additional expectations:

- This role will require the ability to work with people from various backgrounds and a commitment to supporting and enhancing K-State's initiative for access and opportunity.
- Extension agents work a flexible schedule which will include nights, weekends, and overnight travel.

### Sponsorship eligibility:

- Candidates must be legally authorized to work in the U.S. on an ongoing basis without sponsorship.

## PREFERRED QUALIFICATIONS

### Education and experience:

- Two or more years of professional experience.
- Master's degree.
- Registered dietitian, licensed nutritionist, Master of Public Health, or related certification.
- Two or more years of supervisory experience.
- Understanding of educational program design, promotion, implementation, and evaluation.
- Experience with volunteer recruitment, support, and management.
- Knowledge of adult and youth teaching/learning processes.
- Experience seeking and administering external grant funding.

### Skills and attributes:

- Commitment to personal and professional development.
- Competence using electronic communication and computer applications to fulfill programming responsibilities.
- Self-motivation and ability to work with minimal supervision while balancing multiple projects.
- Skills in group facilitation.
- Ability to communicate effectively with both English and Spanish-speaking learners.

## 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.
- 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 Extension:

- Visit the [K-State Research and Extension website](#) or contact Jennifer Wilson via email ([jrwilson@ksu.edu](mailto:jrwilson@ksu.edu)) or phone (785-532-5790).

## 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:

Upon acceptance of a contingent offer of employment, candidates will be subject to a background check per [K-State's background check policy](#).