

Lead Expanded Food & Nutrition Education Program (EFNEP) extension programs in Wyandotte County, KS

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TITLE:

Extension Agent

PRIMARY AREA OF RESPONSIBILITY:

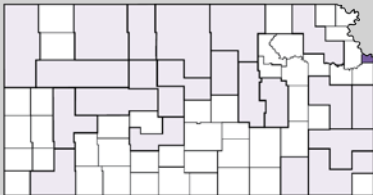
Expanded Food & Nutrition Program (EFNEP) programming

APPLICATION DEADLINE:

Wednesday, July 06, 2022
Interviews held on August 03, 2022

LOCATION:

Office located in Kansas City, KS.



Wyandotte County is comprised of three cities: Kansas City, KS, Bonner Springs, and Edwardsville. As of 2021, the population was 165,645, making Wyandotte the 5th largest county in Kansas. Kansas City has four school districts that provide services to the public and private school students living in Wyandotte County. When fully staffed, Wyandotte County Extension's staff will consist of a director, five agents, three office professionals, one 4-H program assistant, and one nutrition program assistant.

POSITION DESCRIPTION AND RESPONSIBILITIES

Extension agents are professional educators who serve as a link between Kansas State University and communities across Kansas. Agents are administratively 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 nutrition educational programming to support successful families and the systems that serve them. Programming will include, but is not limited to: food preparation, nutrition, food safety, food resource management, household food security, and physical activity. Major efforts will target limited-resource families and individuals.
- Supervise any EFNEP Nutrition Assistants employed by the county.
- Programming will include these steps:
 - Identify local needs and emerging issues related to K-State Research and Extension's five Grand Challenges (water & 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. These strategies might include delivering educational programming in a community-based setting, coordinating events and activities that provide experiential learning opportunities, using innovative technologies, providing individual educational consultations, and facilitating groups seeking similar educational outcomes. Some overnight travel and evening and weekend work will be required.
 - Develop and implement strategies to expand the reach of educational programming to under-served audiences and to make certain K-State Research and Extension is an equal opportunity provider of educational programming.
 - Collect and communicate evidence of educational program impact.
 - Develop specialized knowledge and skills by engaging as a member of the Nutrition, Food Safety and Health Program Focus Team.
- Secure external funding such as grants, gifts, and cost recovery to supplement local tax revenue to support and expand 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

- Bachelor's degree.
- Academic coursework and/or professional development and professional employment related to the position responsibilities.
- Evidence of strong academic and/or professional performance as documented by college transcripts, acceptance into a graduate program or documented success in increasingly responsible professional positions.
- Ability to communicate effectively, both orally and in writing, with individuals, groups and through mass media.
- Leadership skills as evidenced by working with individuals, groups, and co-workers.

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.

PREFERRED QUALIFICATIONS

- Master's Degree.
- Registered dietitian, licensed nutritionist, or related certification
- Experience working with adults and youth from various ethnic and socio-economic backgrounds.
- Commitment to personal professional development.
- Ability to utilize electronic communication and computer applications to fulfill programming responsibilities.
- Self-motivation and ability to work with a minimum of supervision, balancing multiple projects.
- Ability to design, promote, implement, and evaluate educational programs.
- Skills in group facilitation.
- Knowledge of adult and youth teaching/learning processes.
- Experience in seeking and administering external grant funding.
- Ability to communicate effectively with both English and Spanish 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. The base starting salary is \$43,000 for a BS degree with no professional experience and \$47,000 for a MS degree with no professional experience.
- Extension agents are Kansas State University educators and have the Board of Regents retirement plan, health and life insurance and 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 both 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:

- Hear [personal accounts](#) from Extension Agents.
- 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:

It is the policy of Kansas State University not to discriminate against any employee or applicant for employment because of his or her race, color, religion, sex, sexual orientation, gender identity, national origin, or because he or she is an individual with a disability or disabled or protected veterans. It is also the policy of Kansas State University to take affirmative action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment. Furthermore, the company will provide qualified applicants and employees who request an accommodation due to a disability with reasonable accommodations, as required by law.