Harper County 4-H Youth Development Extension Agent

Lead dynamic youth and volunteer development extension programs in Harper County, KS.

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 a comprehensive 4-H youth development program for school-aged youth in cooperation with local community members and extension colleagues. The primary focus of this position is youth development, along with adult volunteer development; youth education program development; membership growth and participation; and community partnership expansion. Programming will include but is not limited to: community club support, out-of-school programs, school enrichment, volunteer management, and outreach to create program opportunities with new and existing community partners.
- Secondary to leading the 4-H Youth Development program, provide leadership for the development and implementation of research-based educational programming to strengthen families, build community capacity, increase family and community health and wellness, and develop volunteers to assist in the delivery of extension educational programs.
- 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.
  - Collaborate with local partners to meet community and programming needs.
  - 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 the Youth Development 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 Harper County team cooperating in the planning and delivery of county-wide programming and related events.

Apply online using K-State’s application website. Learn more at ksre.ksu.edu/jobs.
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 $45,000 for a bachelor’s degree with no professional experience and $49,000 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) 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.