

# Career Opportunity

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## **POSITION X0925**

Animal Science 4-H Extension Assistant, Department of Animal Science, The University of Tennessee. 70% equine 30% other livestock species. This is a 2-year, limited duration position. May be extended pending additional funding.

## **LOCATION**

Central Region Extension Office, Ellington Agricultural Center, Nashville, TN.

## **EFFECTIVE DATE**

December 1, 2009. Screening of applicants' credentials will begin November 25, 2009 and will continue until the position is filled.

## **SALARY AND BENEFITS**

Salary is commensurate with training and experience. Benefits include group hospitalization and life insurance, State Employees Retirement; Workers' Compensation; study, sick and annual leave; numerous University of Tennessee and state benefit programs, including liberal time off for holidays and longevity pay after three years of service; reimbursement for official travel.

## **JOB DESCRIPTION**

- Provide support for and assist Extension Specialists in coordinating, planning, and implementing State and Regional, and multi-state Animal Science 4-H programs, contests and shows.
- Assist with development and delivery of youth (4-H) educational resource materials and programs for youth, youth leaders, coaches, parents and Extension personnel.
- Act as an information source regarding Animal Science 4-H Youth Development programs for County Extension Agents, Regional personnel with 4-H assignments, volunteer leaders, coaches and parents.
- Assist in assessment of youth programming needs, the development and delivery of programs to meet those needs, development of assessment tools and post-evaluation of youth programs associated with the position.
- Provide leadership for an educational program that meets the needs of all eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.

## **REQUIREMENTS**

- Bachelor of Science or Master of Science degree in Animal Sciences or related field.
- Strong interpersonal and team building skills
- Strong communications and organizational skills.

- Excellent computer skills.
- Experience and involvement with 4-H and youth related activities are preferred, as is an equine background and a willingness to work with other livestock species.

## TO APPLY

Please apply online at: <http://www.utextension.utk.edu/employment/NewForms.html>

### NEW APPLICANTS

Please attach the following electronic documents to the online application or mail hard copies to the contact below:

- current vita or resume;
- official transcript(s) showing degree(s) conferred.

For information contact:

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<http://animalscience.ag.utk.edu>

### TENNESSEE TRANSFER REQUESTS

#### REQUIREMENTS

- Request for transfer/reassignment may be approved if applicant:
- has been employed with Extension in their current location a minimum of eighteen (18) months;
- has a performance rating of satisfactory or above for the previous eighteen (18) months; and
- training appropriate for the assignment.

Please complete Transfer/Reassignment form online at:  
<http://www.utextension.utk.edu/employment/>

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<H6> Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA or the Age Discrimination in Employment Act (ADEA) or any of the other above referenced policies should be directed to the Office of Equity & Diversity, 2110 Terrace Avenue, Knoxville, TN 37996-3560. Requests for accommodation of a disability should be directed to the ADA Coordinator at the above address.</H6>

Date Posted: 10/29/2009