

University of California
Agriculture and Natural Resources

POSITION VACANCY ANNOUNCEMENT

**University of California Cooperative Extension
Division of Agriculture and Natural Resources**

**Area Cooperative Extension Advisor - 4-H Youth Development
Serving Colusa, Sutter and Yuba Counties
AP #17-22**

Location Headquarters: Colusa, Colusa County, California

SUBMISSION DATE: To ensure full consideration, submit materials by **January 15, 2018**. Those received after **January 15, 2018** may be considered if the position has not yet been filled. (open until filled)

POSITION PURPOSE: The Area Cooperative Extension (CE) advisor for 4-H Youth Development will conduct a multi-county based extension, education and applied research program to develop, implement, evaluate, strengthen and expand local UC 4-H Youth Development (4-H YD) programming and better serve under-represented populations in Colusa, Sutter and Yuba Counties. The primary focus of this position will be on developing research based youth programs that combine non-formal education with hands-on, inquiry-based learning in a positive youth development context to engage youth in improving their skills and abilities in citizenship and civic engagement, science literacy, and healthy living. In addition, the CE advisor will provide support and leadership to the 4-H Program Representatives serving in the three counties. Academic leadership is essential to the expansion of 4-H community club programs, implementation of new youth development programs, enhancement of volunteer development, leveraging UC's contributions to the community through collaborative efforts, filling a void in research-based programs, and providing program evaluation to measure success.

Key clientele include youth, parents, 4-H program staff and volunteer leaders, teachers, community leaders, youth organizations, civic organizations, public agencies, and others involved in youth development and education.

BACKGROUND: University of California, Division of Agriculture and Natural Resources, is the statewide division of the University of California that administers Cooperative Extension, which is responsible for local program development and delivery throughout the state of California. University of



California Cooperative Extension (UCCE) is a network of colleagues with a focus on research, education programs, and outreach to resolve local challenges in communities where they live and work. UC ANR is the bridge between local issues and the power of UC Research. UC ANR's CE advisors, CE specialists and Agricultural Experiment Station (AES) faculty develop and deliver practical, science-based solutions that contribute to healthy food systems, healthy environments, healthy communities, and healthy Californians. To learn more about existing UCCE programs in these vibrant communities, visit: <http://cecolusa.ucanr.edu/> and <http://cesutter.ucanr.edu/>.

Our priorities in research, education, service, and resource allocation are guided by the UC Strategic Vision http://ucanr.edu/About_ANR/Strategic_Vision/. There are 5 strategic initiatives that ANR is currently focusing on: Endemic and Invasive Pests and Diseases (EIPD), Healthy Families and Communities (HFC), Sustainable Food Systems (SFS), Sustainable Natural Ecosystem (SNE), and Water Quality, Quantity and Security (WQQS). This position will primarily address priorities found in the Healthy Families and Communities Strategic Initiative. The Strategic Plans for each strategic initiative can be found at <http://ucanr.edu/sites/StrategicInitiatives/>.



ACADEMIC EXPECTATIONS: All UC ANR CE advisors are responsible for performance in the areas of 1) applied research and creative activity, 2) extension of knowledge and information, 3) professional competence and activity and 4) University and public service.

Research: All UC ANR CE advisors develop and implement applied research programs to provide science-based information addressing complex issues. The focus of the applied research program will be based on a needs assessment and may include partnerships with a variety of campus and

county-based colleagues. The CE advisor will collaborate with appropriate UC ANR Program Teams, Work Groups, faculty, specialists, and CE advisors to develop new curricula, educational resources, and/or creative activities that promote citizenship and civic engagement, science literacy, and healthy living through youth development programs that are aligned with statewide focus and local community needs. Substantial research efforts will also include evaluating the effectiveness of 4-H and other YDPs in affecting positive youth development. The goal will be to assess whether and how existing programs promote positive youth development, and in turn, to improve important outcomes for participating youth, families, youth-serving organizations, and communities. Research results will be published through local extension publications, state and national 4-H programs, technical reports to funding agencies, newspapers, trade magazines, California Agriculture, ANR peer-reviewed publications, Professional Society Proceedings, and appropriate peer-reviewed scientific journals.

Extension of Knowledge: County and community partners rely on UC ANR CE advisors as a critical resource for providing research-based information across a variety of disciplines. CE advisors disseminate appropriate, science-based information to inform clientele, using extension methods that are responsive to clientele needs and appropriate for the audience and situation. Science-based research results and other educational information will be disseminated using a variety of methods including individual consultations, presentations at partner and industry meetings, workshops, short courses, UC ANR publications, newsletters, technical reports to community partners/funding agencies, peer-reviewed journal articles, and an appropriate mix of contemporary and emerging electronic tools (such as online learning, web content systems and repositories, social media, impact and evaluation

tools), along with specialized and public media outlets. Programs will be developed and carried out in collaboration with other UC ANR academics and appropriate statewide efforts including UC ANR Program Teams and Workgroups, as well as related government and community partners. The CE advisor will work with 4-H Program Representatives, providing support and leadership to all 4-H YDPs, such as clubs, camps, and after-school programs. The CE advisor will also be responsible for providing leadership to build and maintain a strong volunteer management system for the delivery of the 4-H YDP.



The CE advisor will develop a variety of delivery approaches for expanding the program to reach new, diverse audiences.

Professional Competence: All UC ANR CE advisors are required to demonstrate professional competence in their programmatic areas. Professional competence includes participation in training activities to enhance professional development, such as administrative trainings, professional conferences, or workshops. Professional competence also includes activities that reflect professional standing within the programmatic area, such as presenting at conferences or workshops, holding offices in professional societies, invited presentations, or reviewing/editing publications.

University and Public Service: All UC ANR CE advisors are required to actively serve the University, as well as the public. University service may occur at the local, division, state, national, or international level. Examples of potential University service activities include serving on a university workgroup or committee, providing leadership in program teams, or advocacy efforts. Public service should involve activities and events in which the CE advisor uses their professional expertise to benefit groups or efforts outside the University. Examples may include serving on external boards or councils, participating in community events, and leadership of non-University collaborative groups.

MAJOR DUTIES AND RESPONSIBILITIES:

- Develop and implement effective UC ANR Cooperative Extension applied research and educational programs to address the identified priority needs of the clientele that are consistent with ANR's Strategic Vision and ANR initiatives
[http://ucanr.edu/sites/StrategicInitiatives/Healthy Families - Communities/](http://ucanr.edu/sites/StrategicInitiatives/Healthy_Families_-_Communities/)
 - Conduct and report regular needs assessments to identify priority issues or problems relevant to the local clientele groups being served.
 - Disseminate useful, science-based information to inform clientele, using extension methods that are responsive to clientele needs and appropriate for the audience and situation.
 - Develop and implement applied research designed to monitor changes and solve locally relevant problems.
 - Maintain and promote Cooperative Extension's credibility by participating in professional organizations and collaborating with government agencies, commodity groups, allied industry groups, policy makers and other organizations by providing independent science-based information and leadership.

- Evaluate programs and report accomplishments, results, and potential or actual impacts to scientific and lay audiences.
- Develop collaborative teams with other UC ANR academics, including CE specialists, AES faculty, CE Advisors and/or others, to address priority issues for UC ANR.
- Supervise staff in UC ANR 4-H YD programs and provide academic oversight to ensure compliance with federal, UC ANR, and UC ANR 4-H YDP programmatic and fiscal policies.
- Provide academic oversight and leadership related to the development and delivery of programs that meet the needs of the diverse youth, families and communities in the counties.
- Oversee implementation of the UC ANR 4-H YD Framework to ensure positive youth development occurs from an intentional process.
- Lead the evaluation of local 4-H programs for impact and attainment of growth, participation, and program objectives.
- Provide administrative oversight related to recruitment of volunteers and youth across ethnic groups, races and cultures.
- Provide leadership to build or maintain a strong volunteer management system for the delivery of the UC 4-H YDP.
- Cultivate collaborators and donors as well as grants for research and education/project support.
- Collaborate and network with governmental agencies, youth service organizations, industry groups, schools, fairs and interested individuals.



RELATIONSHIPS:

The CE advisor is administratively responsible to the UCCE Colusa County Director with input from the UCCE Sutter-Yuba County Director. Programmatically, the CE advisor is responsible to the Statewide 4-H Director. The CE advisor will maintain communication and working relationships with CE specialists and advisors, UC ANR State 4-H Office, Agricultural Experimental Station faculty and researchers, ANR Strategic Initiative Leaders and other colleagues.

AFFIRMATIVE ACTION: An understanding of and commitment to UC ANR's affirmative action goals and commitments is expected of all CE advisors.

EDUCATION AND EXPERIENCE: An earned Master's degree or other advanced degree in education, child development, youth development, human development or other related field is required by the appointment start date. Experience in conducting applied research and education programs with youth is required. Strong leadership skills and experience in program and personnel management are required. Expertise in curriculum development, large-scale youth program development, volunteer development and management, and program evaluation is highly desirable. Excellent written and oral communication skills are required. The ability to communicate with adults and youth in Spanish is desired. Experience working with diverse populations and the ability to bridge cultural differences is highly desirable. Experience in effectively managing and resolving conflict is highly desirable. Extension experience is desirable.

ADDITIONAL REQUIREMENTS:

A background investigation will be required for the successful candidate, including fingerprinting and a criminal history clearance by the Department of Justice and the Federal Bureau of Investigation.

This position is subject to the requirements and compliance of the California's Child Abuse and Neglect Reporting Act (CANRA). Employment within UC ANR is contingent upon securing written acknowledgement to comply with California law.

SALARY: Beginning salary will be in the Cooperative Extension Assistant Advisor Rank and commensurate with applicable experience and professional qualifications. For information regarding Cooperative Extension advisor salary scales, please refer to the University of California, ANR website: <http://ucanr.edu/sites/anrstaff/files/271532.pdf>.

If the successful candidate is currently a UCCE advisor with indefinite status, the candidate will be offered the position commensurate with applicable experience and professional qualifications with eligibility to retain such indefinite status.

BENEFITS: The University of California offers comprehensive benefits including two days per month paid vacation, one day per month paid sick leave, and approximately thirteen paid holidays per year. This position is eligible for sabbatical leave privileges as per the terms of University policy. For more information, refer to the UC Benefits website at: <http://ucnet.universityofcalifornia.edu/compensation-and-benefits>.

HOW TO APPLY: To be considered, applicants must submit the following four components of the Application Packet to ANRacademicsearch@ucanr.edu:

1. Cover Letter
2. ANR Academic Application Form from the ANR website at: <http://ucanr.edu/academicapplication>

Please include a list of potential references. If you are selected for an interview, the search committee will contact the references you listed on the UC ANR application form (a minimum of four (4) and a maximum of six (6) names, current addresses, phone numbers and email addresses). Please do not send letters of reference.

3. CV or Resume
4. College Level Transcripts: Electronic transcripts or legible scanned copies (PDF) of original transcripts will be accepted. Transcripts must identify course work completed, grades earned, degrees conferred and confer dates.

Application and associated materials will not be returned to the applicant.

A search committee will review all applications, interview candidates, and recommend individuals most suitable for the position.

To submit your applicant packet or to request a UC ANR Academic Application form, contact:

***University of California
ANR Academic Human Resources
LeChé McGill
Analyst (530) 750-1281
E-mail Address: ANRacademicsearch@ucanr.edu
Internet: <http://www.ucanr.edu/jobs>***

PLEASE REFER TO POSITION NUMBER AP #17-22 IN ANY CORRESPONDENCE

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status or other protected categories covered by the UC nondiscrimination policy.

As of January 1, 2014, ANR is a smoke- and tobacco-free environment in which smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes), is strictly prohibited.