

University of California

Agriculture and Natural Resources

POSITION VACANCY ANNOUNCEMENT

University of California Cooperative Extension Division of Agriculture and Natural Resources

**California 4-H Computer Science (CS) Pathway Coordinator
Academic Coordinator I
AP #19-00**

Location Headquarters: San Jose, CA

SUBMISSION DATE: To assure full consideration, submit materials by June 3, 2019. Those received after June 3, 2019 may be considered if the position has not yet been filled. (open until filled)

POSITION PURPOSE: The California 4-H Computer Science (CS) Pathway Coordinator will manage the 4-H CS Pathway project in California. The 4-H CS Pathway's goal is to build the capacity of out-of-school time program staff, 4-H advisors, staff, volunteers, and youth to promote computational thinking skills in children (age 5 to 18). The Coordinator will manage the development, implementation, and evaluation of computer science education in four geographic regions in California. In each of these regions, the Coordinator will develop, train and sustain a CS hub (a team composed of staff, volunteers, and youth). In partnership with the Coordinator, each CS hub will provide professional development to out-of-school time program staff and volunteers. A key focus for the Coordinator is to ensure project deliverables are met in these regions. Additionally, the Coordinator will explore methods to integrate computer science into existing 4-H programs and activities.

This is **not** an academic career-track appointment. This is a limited term position with a definite end date of June 30, 2021.

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.

Our priorities in research, education, service, and resource allocation are guided by the UC ANR 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 is aligned with the University of California, Agriculture and Natural Resources (UC ANR) Healthy Families and Communities Strategic Initiative to increase positive youth development to help youth prepare for college, work, and life. The Strategic Plans for each strategic initiative can be found at <http://ucanr.edu/sites/StrategicInitiatives/>.

ACADEMIC EXPECTATIONS: All UC ANR Academic Coordinator appointees are responsible for performance in the areas 1) coordination of academic programs, 2) professional competence and activity and 3) University and public service.

Professional Competence: All UC ANR academics 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 academics are required to actively serve the University, as well as the public. University service may occur at the local, division, state, national, or international levels. 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 mostly non-clientele groups, and may include serving on external boards or councils, participating in community events, and leadership of non-University collaborative groups.



MAJOR DUTIES AND RESPONSIBILITIES: The California 4-H Computer Science (CS) Pathway Academic Coordinator will:

Competence – Computer Science Education and Management

- Collaborate with 4-H advisors to coordinate and manage computer science education content adaptation and development.
- Coordinate with 4-H advisors to develop, train, and sustain computer science hubs in four geographic regions.
- Facilitate the project timeline to ensure all project deliverables are completed on time.

- Align computer science curricula with California's Department of Education Next Generation Science Standards (NGSS).
- Implement a social media strategy, including development of a dedicated web page(s) to promote 4-H computer science efforts, initiatives and events to the public and external stakeholders.



Collaboration, Teamwork & Flexibility

- Assist 4-H advisors with sharing and extending computer science information through co-authoring curricula, lesson plans, proposals, related publications, and presentations.
- Participate in an annual national meeting with CS Project Coordinators in Chevy Chase, MD. Participate in virtual monthly national project phone meetings.
- Maintain regular communication with 4-H advisors, business partners, and other stakeholders to coordinate project timelines and schedules for timely completion of all deliverables and write reports.
- Actively advocate for UC ANR program awareness and support.

Professional Development & Lifelong Learning

- Represent UC ANR at computer science meetings, work groups, and conferences to advocate for computer science integration policies and practices.
- Participate in the National Association of 4-H Agents Association and other professional organizations and collaborate with federal, state and county governmental agencies, non-government organizations and others by providing independent science-based information and leadership.
- Maintain a program of continuous self-improvement by participating in in-service training, seminars, workshops, program team meetings, short-courses, professional society meetings, and other relevant professional development opportunities.
- Serve the California public by participating in activities of public agencies and organizations.

AFFIRMATIVE ACTION: An understanding of and commitment to UC ANR's affirmative action goals and commitments is expected of all academic members. UC ANR Affirmative Action policy and information can be found at: [http://ucanr.edu/sites/anrstaff/Diversity/Affirmative Action/](http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/).

RELATIONSHIPS: The California 4-H Computer Science (CS) Pathway Academic Coordinator is programmatically and administratively responsible to the 4-H Youth Development Advisor in Santa Clara County.

EDUCATION AND EXPERIENCE:

Minimum and Required Qualifications:

A minimum of a Master's Degree is required, though advanced degrees are encouraged, in education, youth or human development, computer science, or related field. The ideal candidate will have a combination of experience and/or education in technology/computer science and youth development/education.

The following qualifications are **required**:

- Successful project management experience.
- Experience teaching diverse learners, specifically English Language Learners.
- Experience with instructional design and proven ability to design and align curriculum and assessment materials with Next Generation Science Standards (NGSS).
- Experience with Scratch.
- Excellent oral and written communication skills.
- Ability to travel to four geographic regions to collaborate and coordinate with 4-H advisors, locally, regionally and, occasionally, nationally to partner sites and conferences.
- Able to work occasional evenings and weekends.

The following qualifications are highly **desirable**:

- Bilingual in Spanish.
- Experience with professional growth in adult learners.
- Experience effectively managing and resolving conflict.
- Extension experience, especially in youth development programming and volunteer education.
- Experience teaching project-based learning or engineering design challenges.
- Experience with developing social media strategies, tools and platforms in educational settings.

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 **Academic Coordinator I rank** and commensurate with applicable experience and professional qualifications. For information regarding Cooperative Extension Academic Coordinator salary scales, please refer to the University of California website:

<http://ucanr.edu/sites/anrstaff/files/218497.pdf> .

This is **not** an academic career-track appointment. This position is funded through June 30, 2021. The performance in this position will be evaluated annually. The merit cycle for this position will be evaluated every two (2) years.

Please note that successful applicants are responsible for ensuring their eligibility to work in the United States (i.e. a citizen or national of the United States, a lawful permanent resident, a foreign national authorized to work in the United States without need of employer sponsorship) for the duration of the appointment period.

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. For more information, refer to the UC Benefits website at: <http://ucnet.universityofcalifornia.edu/>.

HOW TO APPLY:

To be considered, applicants must submit the following five components of the Application Packet to anracademicsearch@ucanr.edu:

1. Cover Letter
2. ANR Academic Application Form— from the ANR website at:
<https://ucanr.edu/sites/anrstaff/files/299594.pdf>
Please do not send letters of reference.
3. Curriculum Vitae or Resume
4. Statement of Contributions to Diversity: Please submit a 1-page Statement of Contributions to Diversity addressing past and/or potential contributions to diversity through personal experience, teaching, research, extension, professional activity, and/or service. This should include how you would ensure that all potential clientele have access to and benefit from your program.
5. College Level Transcripts: Only electronic transcripts or legible photocopies of original transcripts will be accepted.

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. Please be sure your application responds directly to the qualifications noted in the position description.

For information regarding this position, please contact:

University of California, Agriculture & Natural Resources

Karen Ellsworth

(530) 750-1284

E-mail Address: ANRacademicsearch@ucanr.edu

Internet: <https://ucanr.edu/about/jobs/>

Please refer to Position #19-00 in all correspondence

The University of California is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence. 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.