

ANR Cooperative Extension Risk Assessment Risk Categories

Staff - Staffing Levels

General Description: **The risk associated with inadequate staffing levels, which is divided into two categories: (1) risk associated with not filling vacant positions promptly and (2) risk associated with diminished resources.**

Specific Examples:

- A. Recruitment/Vacancy Issues
 - 1. Not filling pending vacancies so that there are no unnecessary lapses in programs/service.
 - 2. Not anticipating County Director position vacancies in order to maximize continuity and orientation.
 - 3. Not changing recruitment process to embrace outside real world realities.

- B. Resources Issues (see also Risk: Funding – Sources, Donors & Funders).
 - 1. Loss of credibility because of reduced resources in Extension, resulting in not addressing key local issues.
 - 2. Lack of resources to adequately manage volunteer programs.
 - 3. Inadequate staffing of employee assistance program; in effect, there is no Employee Assistance Program.
 - 4. Inadequate staffing creates overworked employees prone to stress disabilities, grievances, etc.
 - 5. There is inadequate time and other resources to implement mandates.
 - 6. State and local economy have a large impact on UCCE programming. Always trying to do more with less. As we get spread thinner, we make more errors, which increases risk.
 - 7. Risk of county office staffing falling below a critical level, resulting in decreased local support and erosion of credibility/relevance.