

4-H Youth Development Program

Healthy Living Academic Coordinator II

Serving California Statewide

Position Overview

The University of California, Agriculture and Natural Resources (UC ANR) offers a unique recruitment opportunity for a **4-H Youth Development Program, Healthy Living Academic Coordinator**. UC ANR operates a statewide network of researchers, educators and support staff dedicated to the development and application of knowledge to address local agricultural, environmental and community health issues. Research, outreach and education from locally based Cooperative Extension offices serves all 58 counties from 70+ locations throughout the state. Our mission is to bring the University of California directly to Californians through research, extension and education programs that support:

- Sustainable, safe, and nutritious food production and delivery
- Economic success in a global economy
- A sustainable, healthy, and productive environment
- Science literacy and youth development

By working and living among those we serve, UC ANR expands the University of California's reach to engage all people and communities in California, ensuring equal access to the UC system.

Location Headquarters. State 4-H Office, UC ANR Office, Davis, CA.

Purpose. The Academic Coordinator (ACII) will provide leadership and support for the California 4-H Healthy Living Initiative in partnership with the Expanded Food and Nutrition Education Program (EFNEP) and CalFresh Healthy Living, UC (CFHL UC) program to address the need for improved nutritional, physical, emotional, and social health through a health equity lens. This is achieved by engaging 4-H members in Healthy Living programming throughout California. This position connects with the UC ANR initiatives to enhance the health of Californians, build healthy families and communities, and ensure safe and secure food supplies. 4-H Healthy Living activities and projects combine the strengths of youth development and educational practices as outlined in the UC 4-H Youth Development Program Framework to improve health literacy and support a healthy lifestyle from an early age.



The 4-H Healthy Living Academic Coordinator is responsible for supporting program development, volunteer development, curriculum development, and curriculum delivery strategies. Working with the Youth EFNEP and CFHL, UC programs, the 4-H Healthy Living Coordinator provides leadership in promoting interdisciplinary work and adds youth literacy and positive youth development perspectives to nutrition curricula, trainings, and activities. This position connects ongoing work to the latest research on non-formal youth development programs; curriculum and content delivery; and collaborates with other Statewide Programs, including youth-focused special projects and initiatives within Community Nutrition and Health, the ANR Healthy Families and

Communities Strategic Initiative, Program Team, Workgroups, campus departments, county 4-H/Cooperative Extension offices, and state and community partners.

Specific academic responsibilities include:

50% appointment to the California 4-H Youth Development Program:

- *Leadership*: Serve as the UC ANR state lead for the 4-H Healthy Living Initiative
- *Programing*: Encourage the development of Healthy Living programs and activities that engage youth, promote learning and growth, and are consistent with the UC 4-H Youth Development Program Framework.
- *Professional Development*: Provide coordination support for staff and volunteer development in healthy living education and programing.
- *Curricula*: Explore critical needs for Healthy Living curricula. Contribute to curriculum development and distribution. Develop other educational materials and resources to support Healthy Living programs and activities.
- *Promotion*: Identify and support methods to increase community awareness and public relations for the California 4-H Healthy Living Initiative.
- *Evaluation*: Assist with efforts to evaluate Healthy Living program quality and delivery.
- *Partnerships*: Represent the University of California 4-H Youth Development Program on various statewide and/or national committees related to the Healthy Living Initiative.
- *Administration*: Provide administrative support for the 4-H Healthy Living Advisory Committee and statewide Healthy Living activities.
- **Resource Development**: Secure extramural funding to support program development, implementation expansion.
- Assist with strengthening the Healthy Living component in various statewide events and programs, such as: 4-H State Leadership Conference, 4-H Field Days, and recognition programs.
- Provide academic oversight and leadership related to the development and delivery of healthy living programs that meet the needs of the diverse youth, families and communities in the county, including recruitment of diverse youth and volunteers.
 - Including 25% time working with low-income audiences that are eligible to receive SNAP benefits.

25% appointment to the Youth Expanded Food and Nutrition Education Program (EFNEP)

- Partner with the Youth Expanded Food and Nutrition Education Program (EFNEP) to assist with strategies for increasing integration of positive youth development and youth literacy components in EFNEP materials and educational programs.
- Coordinate trainings and promote connections between EFNEP youth and the 4-H Youth Development program.

25% appointment to the CalFresh Healthy Living, UC program (CFHL, UC)

- Partner with the CalFresh Healthy Living, UC program (CFHL, UC) to assist with strategies for increasing integration of positive youth development and youth literacy components in CalFresh Healthy Living, UC materials and educational programs.
- Coordinate trainings and promote connections between CalFresh Healthy Living, UC program (CFHL, UC) youth and the 4-H Youth Development program.

Geographic Assignment and Clientele. This position will be headquartered in Davis at the State 4-H Office and will serve all 58 counties in California in partnership with UC ANR Specialists (1), 4-H Youth Development Advisors (14) and 40+ 4-H Community Education Specialists to develop program systems, resources, and capacity. This activity will support our 60,000 youth members and 10,000 adult volunteers in implementing healthy living programming excellence.

Relationships: The Academic Coordinator II reports to the UC ANR Statewide 4-H Director who is responsible for supervision and evaluation of the position. Work cooperatively with the Community Nutrition and Health unit, statewide EFNEP team, CFHL, UC State Office, 4-H Youth Development CE Advisors, Community Nutrition and Health CE Academics, other Cooperative Extension staff, UC ANR Vice Provost of Academic Personnel, Associate Vice-President, and Vice-President.

Qualifications and Skills Required

Required Qualifications

Education: A minimum of a Master's Degree in disciplines such as Youth or Human Development, Child Development, Education, Youth Studies, Nutrition, Sociology, Public Health, or a closely related field is required at the time of appointment.

Additional Qualifications

- Substantial experience and sensitivity to cultural differences in working with youth; experience working with underserved communities
- Demonstrated effectiveness in building on the collective strengths of culturally diverse youth and adults, including adult volunteers
- Significant experience working with and commitment to working with low-income audiences that are eligible to receive SNAP benefits.
- Experience in implementing needs assessments, program evaluation, curricula development and designing and delivering professional development training.
- Expertise in independently and collaboratively developing reports, one-pagers, briefs, and presentations
- Strong leadership skills and experience in program and personnel management
- Demonstrated bi or multi-cultural abilities and/or skills
- Excellent written, oral, and interpersonal skills in English and preferable Spanish
- Experience working collaboratively with a wide variety of stakeholders and developing productive partnerships, as well as developing and implementing youth development and/or nutrition education programs
- Experience planning programs and managing large projects
- A record of accomplishment in a collaborative youth development and educational programming.
- Experience working with individuals to make positive healthful changes, preferably in nutrition/physical activity.
- Ability and means to travel on a flexible schedule as needed, proof of liability and property damage insurance on vehicle used is required. Must possess valid California Driver's License to drive a County or University vehicle
- This is not a remote position. The candidate must be available to work onsite.
- 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.



Skills Required:

To be successful, the AC requires skills in the following area:

Technical Competence and Impact: The candidate should have demonstrated experience working effectively with youth and communities of color. Demonstrated experience planning, implementing, and evaluating programs that achieve youth development outcomes relative to healthy living.

Communication: Demonstrated excellence in written, oral, interpersonal and information technology communication skills. Public speaking to diverse stakeholders is a routine part of this position. Demonstrated ability to share complex information in a manner tailored to the audience.

Collaboration, Teamwork and Flexibility: Demonstrated ability to work collaboratively as a team member with families, volunteers, youth leaders, community collaborators, academics and programmatic staff and other stakeholders. Able to adapt as circumstances warranted. Aware and willing to actively promote diversity, equity, and inclusion.

Lifelong Learning: Demonstrated commitment to ongoing self-improvement. Ability to shift program focus as times and organizational needs change.

Learn more about Skills and Areas of Programmatic Review (including Professional Competence, University and Public Service and Affirmative Action and DEI) at: https://ucanr.edu/sites/Professional_Development/files/355229.pdf

Desired Experience

- Ability to secure and manage extramural funding.
- Passion and desire to pursue a career in Cooperative Extension.
- Ability to prepare and deliver communications to policymakers, funders, and other external stakeholders.
- Experience communicating technical information to culturally diverse audiences.
- Experience in building partnerships and working with multidisciplinary teams.
- Demonstrated ability to effectively plan projects, manage teams and assist in implementing outreach programs, including setting measurable goals and objectives.
- Experience working effectively with youth of color, particularly Hispanic/Latino youth, their families, and communities.
- Demonstrated experience planning, implementing, and evaluating programs that achieve youth development outcomes.
- Experience working collaboratively with a wide variety of stakeholders and developing productive partnerships.

About UC ANR

The University of California, Division of Agriculture and Natural Resources (UC ANR) consists of a network of scientists and educators working in partnership across the state of California. We are committed to developing and supporting healthy food systems, healthy environments, healthy communities, and healthy Californians. UC ANR administers Statewide Programs and Initiatives (SWP/I's) that focus research and extension on solving priority problems that engage ANR academics and UC faculty in integrated teams to work on complex issues requiring trans-disciplinary approaches; as well as UC Cooperative Extension (UCCE), which is responsible for program development and delivery in counties throughout the state.

Learn more about

- UC ANR: <https://UCANR.edu>
- UC ANR State 4-H Youth Development Program: <https://4h.ucanr.edu/>
- UC ANR EFNEP Program: <https://ucanr.edu/sites/CNH/EFNEP>
- CFHL, UC Program: https://ucanr.edu/sites/CNH/CalFresh_Healthy_Living_UC/
- UC ANR in counties: https://ucanr.edu/sites/ucanr/County_Offices/
- Our Strategic Initiatives: <http://ucanr.edu/sites/StrategicInitiatives/>
- Our Public Value statements: https://ucanr.edu/sites/anrstaff/Divisionwide_Planning/UC_ANR_Public_Values/
- DEI: Further to the above, academics are expected to share and exhibit UC ANR's commitment to Diversity, Equity and Inclusion [https://ucanr.edu/sites/Professional_Development/Office -_Team_Management/Diversity_Equity_Inclusion_Belonging/](https://ucanr.edu/sites/Professional_Development/Office_-_Team_Management/Diversity_Equity_Inclusion_Belonging/)
- Affirmative Action: Further to the above academics are expected to share and exhibit UC ANR's commitment to affirmative action. Learn more of UC ANR Affirmative Action policy: http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/
- The University of California Agriculture and Natural Resources is committed to attracting and retaining a diverse workforce and will honor your experiences, perspectives and unique identity. We encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ+ community members, and others who demonstrate the ability to help us create and maintain working and learning environments that are inclusive, equitable and welcoming.

Salary & Benefits

Salary: The beginning salary will be in the Academic Coordinator II series. The beginning salary range is from Step 1 - \$78,342 to Step 3- \$85,860 annually. Step placement in this series is based on experience. For information regarding the Academic Coordinator series salary scales, please refer to: <https://www.ucop.edu/academic-personnel-programs/files/2023-24/july-2023-acad-salary-scales/t36-ii.pdf>

Benefits: The University of California offers comprehensive benefits including health insurance, retirement plans, two days per month paid vacation, one day per month paid sick leave, and holidays. For more information, refer to the UC Benefits website at: <https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html>

How to Apply

If interested in this position, please visit: <https://recruit.ucanr.edu/> and choose "applicants" (refer to position #24-02)

Closing Date: To assure full consideration, application packets must be received by **March 18, 2024** (open until filled)

Questions?

Contact Tatiana Avoce: email: tavoce@ucanr.edu

Applicants may wish to explore the UC Davis Services for International Students and Scholars web page at <https://siss.ucdavis.edu/> as a resource.

University of California Cooperative Extension

As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local government directives may impose additional requirements.

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.