

# UC Cooperative Extension Area County Director Serving Butte, Colusa, Glenn, Sutter and Yuba Counties, California

## Position Overview

The University of California, Agriculture and Natural Resources (UC ANR) is seeking a UC Cooperative Extension (UCCE) Area Director to provide leadership in support of applied research and outreach programs across Butte, Colusa, Glenn, Sutter, Yuba counties. Our mission is to bring the resources and expertise of UC directly to Californians through research 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.



## Purpose

The Area Director is responsible for the coordination and overall operation of UCCE programs in cooperation with county government in Butte, Colusa, Glenn, Sutter, and Yuba Counties.

## Responsibilities

- Act as a liaison between UCCE and County Departments, Boards of Supervisors and County Administrative Officers as appropriate
- Serve as a county department head for the University of California Cooperative Extension department in all geographical units (5 counties total)
  - Act as a liaison between UCCE and County Departments, Boards of Supervisors and County Administrative Officer
    - Serve as a county department head for the University of California Cooperative Extension department in each county.
    - Secure adequate county budgets and resources
    - Build relationships and synergies to deploy UCCE research to address county needs
    - Supervise of county employees
  - Understand and communicate value of UCCE impact to county partners and others
  - Oversight and administration of UCCE educational and applied research programs
    - Hire and manage personnel
    - Provide direction and leadership to UCCE academic and support staff
    - Mentor, manage and evaluate academic personnel
    - Supervise UC ANR employees
  - Maintain positive working relationships with partnering public and private agencies
  - Expand collaborations and funding sources.
  - Comply with University of California and county policies.

The Area Director oversees management of the physical plant and human resources. They will increase the visibility of UCCE through community engagement, including but not limited to, needs assessments, representing UC ANR in local and/or regional initiatives, participation in relevant policy development, and

communicating the positive impacts and benefits realized by the citizens and workforce of the local counties, region and state from the activities and contributions of local UCCE programs.

UCCE is administered by the University of California, Division of Agriculture Natural Resources. UCCE brings the knowledge of University of California research through its agriculture, natural resources, youth development and nutrition programs to address local questions and to help solve local problems. UCCE academics, staff, and volunteers live and work in the communities they serve, helping identify, respond to, and resolve local challenges. UC ANR connects Californians to UC, leading the way to science-based solutions.



**Location Headquarters.** This position will be headquartered in a UCCE Cooperative Extension office in the region: Oroville, Colusa or Orland.

### **Statement of Contributions to Diversity, Equity, and Inclusion (DEI).**

In submitting your application packet, please pay particular attention to your Diversity, Equity and Inclusion (DEI) statement. This statement is an important part of recruitment. Why? The University of California community values diversity which embraces inclusion, and honors excellence. Scholarship, research, creativity, innovation, and service flourish when all members of the community are welcomed, supported, and respected. UC ANR's mission and public statements continue to fulfill these values. UC ANR is committed to removing barriers preventing full expression of our potential and reflecting the population of California in all our personnel, especially those who have been systematically and historically underrepresented. Please submit a 1-page Statement of your Contributions to DEI showing past and/or potential contributions to diversity through personal experience, professional activity, and/or service. This should include how you would ensure that all potential clientele have access to and benefit from your program.

## **Required Qualifications**

- **Education:** Advanced degree in public administration, organizational development, business administration or a related area and/or equivalent level of training and experience. Individuals with training and experience in county government, institutions of higher learning, management of applied research programs or other fields such as agriculture, natural resources, community development, and sociology will also be considered.
- Strong background in management, administration or similar experience including, but not limited to, business operations, budget and fiscal management, human resources, conflict resolution, multidisciplinary teams, project management, facilities planning, etc.
- Demonstrated experience with applied research and educational programs, and working with academics.
- Knowledge and experience in supporting volunteer and youth programs.
- Understanding of the UC ANR mission (working knowledge of agriculture, natural resources and/or healthy families and communities, Cooperative Extension, academic programs, etc.)
- Demonstrated record of skills in leadership, strategic planning, program evaluation and supervisory skills that motivate and develop staff.
- Ability to achieve goals through promoting collaboration and teambuilding.
- Ability to understand impacts of research findings and communicate them to broader audiences.
- Demonstrated effectiveness collaborating with elected officials, non-governmental organizations, and diverse interest groups.
- Excellent written, oral, and interpersonal communication skills.
- Excellent fiduciary and budgeting skills.

## **Additional Requirements**

- Must possess valid Driver's License to drive a County or University vehicle. Ability and means to travel on a flexible schedule as needed, proof of liability damage insurance on vehicle used is required. Reimbursement of job-related travel will be reimbursed according to University policies.

- Must live within a commutable distance of the position headquarters during period of appointment.
- Physically be in each county one day per week for stakeholder meetings, and schedule three full days of work in each CE office monthly.
- Ability and means to travel on a flexible schedule as needed.
- The University reserves the right to make employment contingent upon successful completion of the background check. This is a designated position requiring a background check and may require fingerprinting due to the nature of the job responsibilities. UC ANR does hire people with conviction histories and reviews information received in the context of the job responsibilities.
- 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.

## Desired Experience

- Doctorate degree in related area and / or equivalent experience / training.

## 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 California. We are committed to developing and supporting practical, science-based solutions that contribute to healthy food systems, healthy environments, healthy communities, and healthy Californians. UC ANR administers UC Cooperative Extension (UCCE), which is responsible for program development and delivery throughout all counties in the state of California.

### Learn more about:

- UC ANR at <https://UCANR.edu>
- UC ANR in counties: [https://ucanr.edu/sites/ucanr/County\\_Offices/](https://ucanr.edu/sites/ucanr/County_Offices/)
- Our Strategic Initiatives <http://ucanr.edu/sites/StrategicInitiatives/>
- Our Public Value statements at [https://ucanr.edu/sites/anrstaff/Divisionwide\\_Planning/UC\\_ANR\\_Public\\_Values/](https://ucanr.edu/sites/anrstaff/Divisionwide_Planning/UC_ANR_Public_Values/)
- DEI: Further to the above, advisors 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: Further to the above, advisors 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/](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

This position is a career appointment that is 100% fixed

**Annual Salary:** \$97,600.00/year to \$142,900.00/year

**Benefits:** The University of California offers comprehensive benefits including vacation, sick leave, and approximately thirteen paid holidays per year. 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 apply via <https://ucanr.edu/About/Jobs/?jobnum=2714>

**Closing Date: To assure full consideration**, this job posting is open until filled with the next applicant review date on **March 17, 2024**.

## Questions?

Contact Tatiana Avoce at [tavoce@ucanr.edu](mailto:tavoce@ucanr.edu)

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*University of California Cooperative Extension*

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**Please note the UC Policy on COVID vaccination and working for UC:** For the safety and well-being of the entire university community, the policy will require, with few exceptions, that all students, faculty and staff be vaccinated against the COVID-19 virus before they will be allowed on campus or in a facility or office." Please visit <https://ucnet.universityofcalifornia.edu/news/2021/07/ucs-covid-19-vaccine-policy.html> for more information.

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.

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