

County Extension Director and Extension Agent II - IV –
Small Farms and Sustainable Agriculture
University of Florida

Direct Link: <https://www.AcademicKeys.com/r?job=250385>

Downloaded On: Dec. 21, 2024 1:40am

Posted Dec. 13, 2024, set to expire Jan. 31, 2025

Job Title	County Extension Director and Extension Agent II - IV – – Small Farms and Sustainable Agriculture
Department	UF/IFAS Extension
Institution	University of Florida Milton, Florida
Date Posted	Dec. 13, 2024
Application Deadline	Jan. 31, 2025
Position Start Date	Available immediately
Job Categories	Core Faculty
Academic Field(s)	Agricultural Extension
Job Website	https://explore.jobs.ufl.edu/en-us/job/532627/county-extension-director-and-extension-agent-ii-iv-small-farms-and-sustainable-agriculture
Apply Online Here	https://explore.jobs.ufl.edu/en-us/job/532627/county-extension-director-and-extension-agent-ii-iv-small-farms-and-sustainable-agriculture

Apply By Email

Job Description

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You Belong at a University that's Leading the Way

The University of Florida (UF), the flagship university for the state of Florida, is a land grant institution with core values of unique purpose, excellence, integrity, collaboration and partnership, lifelong

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learning, responsiveness, innovation, communication, and global reach.

The [Institute of Food and Agricultural Sciences](#) is creating an environment that affirms community across all dimensions. We particularly welcome applicants who can contribute to such an environment through their scholarship, teaching, mentoring, and professional service. If an accommodation due to a disability is needed to apply for this position, please call 352-392-2477 or the Florida Relay System at 800-955-8771 (TDD) or visit [Accessibility at UF](#).

?The Opportunity

The Florida Cooperative Extension Service is a partnership between state, federal, and county governments. County Extension faculty provide high quality, relevant, research-based expertise and education to foster healthy people, healthy environments, and healthy economies. We are the resource that helps educate Floridians to address issues related to agriculture, natural resources, youth development, families, and communities.

University of Florida/IFAS Extension and Santa Rosa County are seeking to fill a permanent-status accruing, full-time Extension Agent position with a self-starting, energetic, team-oriented individual who will also serve as County Extension Director (CED). The educational responsibilities of this agent encompass strong leadership within the agent's academic specialty to design, implement, and evaluate extension programming to meet the needs of the county's varied population. This position includes programming with an emphasis on small farms in 1) sustaining and improving farm agricultural profitability and 2) improving farm and land management practices. Your role as an Extension Agent will account for 75% of time in your specific program area. All non-4-H Extension faculty members contribute 5% effort to the 4-H Youth Development program. Your role as CED will account for no more than 20% of your time.

What you will do as an Extension Agent:

- Design, deliver, and evaluate educational programs based on Best Management Practices (BMP) promoting efficiency, sustainability, and environmentally sound principles for Santa Rosa County clientele with an emphasis on small farms and land management.
- Design, deliver, and evaluate innovative educational programs supporting landowners, growers, and producers with small farms in Santa Rosa County.
- Conduct needs-based assessments to assist you in developing programmatic priorities. This includes building an advisory committee who will assist you with program priorities and design to reach your audience.
- Collaborate with peers in Northwest District Program Implementation Teams to plan, teach, and

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evaluate virtual and face-to-face educational programs to meet clientele needs.

- Create strategies for program enhancement to include fee-based events, sponsorships, and grants and manage all components related to fiscal accountability (policies, records, risk, etc.).
- Promote educational programs and engage with the community through various news media outlets, including TV, radio, and print, raising awareness of Extension's mission and horticultural expertise.

What you will do as a County Extension Director:

- Supervise, mentor, support, and evaluate county faculty members and staff members.
- Manage the business side of the UF/IFAS Extension Santa Rosa County including financial and compliance oversight, policies, and procedures.
- Collaborate closely with county administration to secure essential resources and support for UF/IFAS Extension Santa Rosa County.
- Develop and follow a strategic plan focused on developing, supporting, and directing the vision of the total UF/IFAS Extension Santa Rosa County Extension program and strengthening internal and external relationships.
- Collaborate with Santa Rosa County government, administration, and staff and UF/IFAS Extension faculty, staff, and administration.
- Collaborate with community leaders, government agencies, stakeholders, and media.
- Develop, lead, and sustain an informed overall UF/IFAS Extension Santa Rosa County advisory committee reflective of county demographics.
- Adhere to all University of Florida and Santa Rosa County government policies and procedures and provide leadership to faculty and staff for management of all program components.
- Collaborate with the District Extension Director and CEDs to strengthen outcomes and impacts of UF/IFAS Extension across the Northwest District.
- As requested, assume other responsibilities to benefit the total UF/IFAS Extension program and Santa Rosa County as assigned by the District Extension Director and County Administrator.

Further information:

Santa Rosa County is a diverse Florida panhandle county extending from the Alabama state line to the Gulf of Mexico. Its diversity is markedly evident in its rapidly changing landscape and population - widely referred to as North Santa Rosa and South Santa Rosa. North Santa Rosa includes forests, farmlands, pasturelands, Milton (the county seat), and several small communities. South Santa Rosa is known for its bustling tourist population on Navarre Beach and the Gulf Islands National Seashore. Santa Rosa County is also home to the Naval Air Station Whiting Field and a significant military

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population. The UF/IFAS Extension Santa Rosa County's main office is in Milton.

Extension is a partnership between state, federal, and county governments to provide scientific knowledge and expertise to the public. As such, all partners are involved in the supervision of the office and contribute to the salary and support resources. The primary goal of Extension is to disseminate the latest knowledge and applicable technologies in agriculture, human and natural resources, and the life sciences in order to sustain and enhance the quality of human life. The UF/IFAS mission is accomplished through extension faculty members, scientists, educators, administrative staff, and volunteers working cohesively throughout Florida's 67 counties.

Expected Salary:

Commensurate with Education and Experience

Minimum Requirements:

What you will bring (required):

- A master's degree from an accredited college or university in agriculture, agronomy, animal sciences, or plant sciences.
- At least five years of professional Extension experience or equivalent.
- Strong interpersonal and communication skills.
- A commitment to excellent customer service.
- Evidence of exceptional leadership, collaboration, and partnerships with diverse audiences, community leaders, agencies, media, and the public.
- Ability to possess or be able to obtain a Florida driver's license.
- Flexibility with working hours - ability to travel overnight and, based on clientele availability, occasionally work irregular hours including evenings, weekends, and overnight.
- Willingness to reside in Santa Rosa County or a directly adjacent county.
- Candidates must also have a commitment to [UF core values](#).

Preferred Qualifications:

What you will bring (preferred):

- Previous CED experience or equivalent.
- Prior experience in health-related Extension programs and/or experience as an Extension agent or equivalent.
- Expertise in crafting a collaborative team environment that promotes achieving goals, managing competing priorities, and adapting to unexpected situations.
- Experience in leading and managing office operations, budgeting, and fiscal management.

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- Experience working with and managing volunteers and supporting other team members in volunteer management.
- A strong commitment to education and leadership in county-level initiatives.
- Technological literacy necessary for communication, marketing, and program management functions such as using social media, Microsoft Office Suite, Google Suite, and other software.
- Outstanding people management skills (coach, mentor, motivator, etc.).
- Leadership and problem-solving skills.
- Familiarity navigating in political settings.
- Experience creating a vision, getting buy-in from others, and crafting an environment where others are valued and feel valued.

Special Instructions to Applicants:

This position has been extended. Previous applicants are under consideration and need not re-apply.

Apply at [Careers at UF](#) by 11:55 p.m. (Eastern) of the posting end date, and attach:

- Cover letter that describes how your experience and qualifications have prepared you for this position
- Résumé or Curriculum vitae
- Unofficial copies of all transcripts (showing coursework) of your academic degrees

The following documents are also required and may either be submitted through the above link at the time of application or sent separately to our office (below).

- [Current and Previous Employment Form](#)
- A minimum of 3 [reference rating forms](#) from your professional/academic references. **Applicants are responsible for sending the rating form link to their references.**
 - Reference forms will be kept on file for 1 year and will be automatically used with any of our extension agent positions you apply for during that time.



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Reference rating forms and unofficial transcripts not submitted at the time of application should be submitted/postmarked by the next business day after the position's closing date. They may be submitted to:

UF IFAS Human Resources
Faculty Recruitment and Hiring
P O Box 110281
Gainesville, FL 32611-0281

ifas-hr@ifas.ufl.edu

Fax: (352) 392-3226

Selected candidate will be required to provide an official transcript to the hiring department upon hire. A transcript will not be considered "official" if a designation of "Issued to Student" is visible. Degrees earned from an education institution outside of the United States are required to be evaluated by a professional credentialing service provider approved by [National Association of Credential Evaluation Services \(NACES\)](#).

Hiring is contingent upon eligibility to work in the US. The University of Florida is a public institution and subject to all requirements under Florida Sunshine and Public Record laws

The University of Florida is an Equal Employment Opportunity Employer. The University is committed to non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status in all aspects of employment including recruitment, hiring, promotion, transfers, discipline, terminations, wage and salary administration, benefits, and training. The University and greater Gainesville community enjoy a variety of cultural events, restaurants, year-round outdoor recreational activities, and social opportunities.

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Health Assessment Required:No

Advertised:07 Aug 2024 Eastern Daylight Time

Applications close:31 Jan 2025



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Eastern Standard Time

EEO/AA Policy

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Faculty Recruitment and Hiring
Uf/Ifas Hr
University of Florida
P O Box 110281
Gainesville, FL

Fax Number 3523923226
Contact E-mail ifas-hr@ifas.ufl.edu