

Assistant/Associate Extension Agent (Nutrition)
LSU AgCenter

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Posted Dec. 15, 2023, set to expire Nov. 9, 2024

Job Title	Assistant/Associate Extension Agent (Nutrition)
Department	Orleans Parish
Institution	LSU AgCenter New Orleans, Louisiana
Date Posted	Dec. 15, 2023
Application Deadline	Jan. 15, 2024
Position Start Date	Available immediately
Job Categories	Professional Staff Research Scientist/Associate
Academic Field(s)	Food & Nutritional Science Agricultural Extension
Apply Online Here	https://lsu.wd1.myworkdayjobs.com/LSU
Apply By Email	
Job Description	

POSITION VACANCY ANNOUNCEMENT

Job Description

Work Location: Orleans Parish. The domicile location is New Orleans, LA, in Orleans Parish.

Position Description:

The LSU AgCenter is actively seeking applicants who can contribute to such an environment through their scholarship, teaching, mentoring, and professional service. The assistant/associate extension agent will provide 75% effort as the Expanded Food and Nutrition Education Program (EFNEP)

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supervising agent. The employee will provide leadership to EFNEP, including the hiring, training, evaluating and the supervision of local EFNEP personnel; develop and sustain collaborative relationships with community agencies and grassroots organizations serving limited-resource audiences; train and support volunteers' role within the program; collect and analyze program data, create reports and communicate outcomes; manage program assets and funds and promoting EFNEP goals and objectives that meet the requirements of federal program policy guidelines.

Additionally, the agent will spend time (25%) directing efforts focusing on nutrition, health, and wellness by planning, implementing, and evaluating educational workshops, series of lessons and other teaching activities for general audiences with the Flavors of Health (FOH) program.

The agent will work on Healthy Community projects in Orleans Parish for both EFNEP and FOH. Healthy Community projects are designed to improve the nutrition and health of all community members using a model that is being replicated throughout the state. The agent will organize community-based nutrition advisory committees involving stakeholders, volunteers, community partners, and health professionals to identify the most critical needs in the communities served as well as programs to address those needs. The agent will identify, recruit, and maintain relations with community partners for EFNEP in conjunction with the FOH program.

Coordination and collaboration with other LSU AgCenter Extension faculty and staff will be essential. The agent will support community nutrition outreach for target populations within diverse, urban neighborhoods and communities within the assigned parish. The agent is expected to be computer literate. The incumbent is expected to complete an annual plan of work with teaching objectives and will be responsible for reporting programmatic results to parish, regional and/or state partners as required by local or regional supervisor(s), state office personnel or state nutrition administrators. As an extension employee, the agent must be willing to continue professional improvement to maintain professional competence as a faculty member of the LSU AgCenter. To meet the needs of clientele and for professional development opportunities, this position requires occasional overnight travel and work on evenings and weekends. Additionally, the agent is expected to perform other tasks that may be as assigned by supervisor(s).

All effort should be documented through an annual plan of work (POW) and report on accomplishment. For those being hired as an Assistant/Associate agent you will be expected to attain promotion per LSU AgCenter guidelines.

Qualification Requirements: A baccalaureate degree in community nutrition, human foods and nutrition, family and consumer sciences, dietetics or a closely related field from an accredited college or university is required. A master's degree in nutrition or health promotion is preferred. Must have an

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undergraduate degree with an overall grade-point average of at least 2.5 (all GPA requirements based on a 4.0 system) and a 3.0 for graduate work attempted, if any, or master's degree or a current grade-point average of at least 3.0 on at least 12 hours of graduate credit. This applicant must demonstrate effective oral and written communication skills. Applicant must have knowledge of programming planning, development, implementation, and evaluation. Experience in recruiting, training, and managing volunteers, as well as experience in teaching and applying principles of leadership development to both adults and youth is also desired. Knowledge of public relations and the ability to cope with change are highly desirable characteristics. The ability to work with and through others in a multicultural setting is essential, as is the ability to function with minimal supervision. Successful candidates will exemplify a positive attitude and a passion to improve the lives of others. Supervisory experience is preferred.

Salary and Benefits: Salary will be commensurate with qualifications and experience. The LSU AgCenter has an attractive benefits package with a wide variety of benefit options. Benefits offered include retirement, multiple medical insurance options, supplemental insurances (dental, life, long-term disability, accident, vision, long-term care, etc.), Tax Saver Flexible Benefits Plan (saves tax dollars on some child care and medical expenses), university holidays (14 per year, typically includes a week off at Christmas), generous annual (vacation) and sick leave benefits, Employee Assistance Program, and possible educational leave and tuition exemption for coursework at campuses of the LSU System. Specific benefits depend on job category, percent effort and length of employment.

Conditions of Employment: A personal automobile and appropriate insurance coverage is required (travel allowance provided). Satisfactory completion of two specific graduate level extension courses (6 credit hours) is generally required in the first two years of employment. Additionally, a faculty member who does not have a related master's degree must complete an additional 9 hours of related graduate level coursework to be promoted to associate agent and such promotion must occur in the first seven years of employment. An exception is that additional agent experience may be substituted for nine hours of coursework, but not for the two required courses.

Date Available: Upon completion of the selection process

Application Deadline: January 15, 2024 or until a suitable candidate is identified.

Application Procedure: Qualified candidates must apply online at <https://lsu.wd1.myworkdayjobs.com/LSU> (or through Workday for internal applicants) by attaching file(s) containing a curriculum vita, a letter of application, official university transcripts, and two letters of

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reference. Questions about the online application system should be directed to the HRM Office at 225/578-0324. (Paper, faxed, or emailed application materials will not be accepted.) In lieu of attaching the letters of reference, they may be sent directly to:

Alisha Okoro, Parish Chair
LSU Agricultural Center – Orleans Parish

2022 Saint Bernard Ave # 229

New Orleans, LA 70116-1319
Telephone: 504-503-1109 Fax: 504-658-2923

Email: aokoro@agcenter.lsu.edu

Web site: www.lsuagcenter.com

The Louisiana Cooperative Extension Service is an Equal Opportunity Employer, and applications will be accepted without regard to race, religion, color, sex, national origin, age, or disability. Information on Equal Employment can be obtained from the EEO and Civil Rights Coordinator, 103 J. Norman Efferson Hall, LSU AgCenter, Baton Rouge, LA 70803. Phone 225.578.2258. It is the policy of the Louisiana Cooperative Extension Service to employ only United States citizens or aliens lawfully authorized to work in the United States.

The LSU Agricultural Center is a statewide campus of the LSU System and provides equal opportunities in programs and employment.

An Equal Opportunity Employer.

Contact Information

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

Contact

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