



POSITION ANNOUNCEMENT 3307

Title: District Extension Director – Southwest

Headquarters: Tifton, Georgia

Salary: Commensurate with qualifications, experience and availability of funds.

Date Position Becomes Available: June 1st, 2012

Closing Date: All applications received by March 11th, 2012, are assured full consideration.

Qualifications:

- Master's degree or higher from an accredited university in a field related to Cooperative Extension or Bachelor's degree and earned rank of Senior Public Service Associate at the University of Georgia.
- Ability to provide strong visionary and progressive administrative leadership
- Substantial knowledge and understanding of Extension organization, operation, philosophy, and objectives
- Demonstrated abilities in the areas of planning, organizing, budgeting, personnel management, motivating employees, and team building.
- Ability to effectively relate to and communicate with staff, faculty and the public.
- Knowledge and proficient in the use of technology in support of program delivery, training and staff development
- Demonstrated knowledge and experience in at least one core area of ANR, 4-H or FCS.
- High degree of competency in human relations skills
- County Extension experience, especially as a County Coordinator, is highly desirable

Administrative Relationships:

- Will lead the Southwest Extension District staff under the supervision of the Associate Dean for Extension and the Director of County Operations.
- This is a University of Georgia College of Agricultural and Environmental Sciences 12-month Public Service or Tenure-Track faculty position located in the Southwest District of Georgia, which consists of 41 counties. To see the district map and counties visit: <http://www.caes.uga.edu/extension/office.cfm>

Major Responsibilities:

- Position responsibilities include budget management, personnel administration, performance evaluations, employee relations, staff recruitment and development, and serving as a liaison to local governments.
- The Director provides administrative leadership for the district team, which consists of County Extension Coordinators, county and district Extension staff, and Program Development Coordinators in each of the following areas: Agriculture and Natural Resources, Family and Consumer Sciences, and 4-H Youth.
- The position guides county Extension faculty in the Public Service promotion process and the implementation and management of multi-county programming.
- The successful candidate will oversee all phases of program planning, including needs assessment, program development, implementation, evaluation, and fund development.
- The successful candidate will be expected to oversee the delivery of high-quality extension programs in cooperation with appropriate extension and research leaders.
- The individual will also be expected to work effectively with, and represent faculty to, University of Georgia administrators, UGA Archway Partnership, Fort Valley State University Extension, state and federal agency personnel, industry clientele and local governments.
- Assume other duties as directed by the Director of County Operations, Associate Dean for Extension, and Dean of CAES.

Application Procedures: To ensure consideration, your application must be received in UGA Human Resources' iPAWS system by midnight, **March 11, 2012**. Apply online at www.ugajobsearch.com/applicants/Central?quickFind=59231 (Posting Number 20120205, Public Service Faculty). Make sure to upload a resume or C.V., the names and contact information for three to five references, and a statement summarizing your qualifications and philosophy for this position. Direct any questions to: Joe W. West, Assistant Dean and Search Committee Chair, (229) 386-3338, dirtif@uga.edu

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