

University of California
Agriculture and Natural Resources

POSITION VACANCY ANNOUNCEMENT

**University of California Cooperative Extension
Division of Agriculture and Natural Resources**

**Area Cooperative Extension Advisor - 4-H Youth Development
Serving San Joaquin and Stanislaus Counties**

AP #17-01

LOCATION HEADQUARTERS: Stockton, San Joaquin County, California will be the headquarters for the position but the Cooperative Extension advisor will be expected to balance their time equitable between the two counties.

SUBMISSION DATE: To ensure full consideration, submit materials by March 10, 2017. Those received after March 10, 2017 may be considered if the position has not yet been filled. (open until filled)

POSITION PURPOSE: The Area Cooperative Extension (CE) 4-H Youth Development (YD) advisor will conduct a locally-based extension, education and applied research program. The primary focus for this position is to develop research-based youth development programming to increase youths' leadership and college and career readiness with an emphasis on expanding programming to underserved audiences, specifically, Hispanic, Black, Asian and American Indian youth and adult volunteers. The CE advisor will work to create a pipeline of young people ready for college and work with a focus on access to and retention of youth at postsecondary institutions, as well as creating opportunities to enhance the capacities of adults working with youth. The CE advisor will be responsible for conducting ongoing program needs assessments that will direct program development, implementation, and expansion and maintain fund development to support expanded programs while maintaining the high quality of existing programs in San Joaquin and Stanislaus Counties. Engaging and empowering youth in education and research projects will be critical to ensuring youth issues are addressed and youth reach their fullest potential while advancing the field of youth development.



BACKGROUND: University of California, Division of Agriculture and Natural Resources (UC ANR), is the statewide division of the University of California that administers Cooperative Extension, which is responsible for local program development and delivery throughout the state of California. University of California Cooperative Extension (UCCE) is a network of colleagues with a focus on research, education programs, and outreach to resolve local challenges in communities where they live and work. UC ANR is the bridge between local issues and the power of UC Research. UC ANR's CE advisors, CE specialists and Agricultural Experiment Station (AES) faculty develop and deliver practical, science-based solutions that contribute to healthy food systems, healthy environments, healthy communities, and healthy Californians.

To learn more about UCCE in San Joaquin and Stanislaus Counties, please read about existing UCCE programs in these vibrant communities at <http://cesanjoaquin.ucanr.edu/> and <http://cestanislaus.ucanr.edu/>.

Our priorities in research, education, service, and resource allocation are guided by the UC ANR Strategic Vision [http://ucanr.edu/About ANR/Strategic Vision/](http://ucanr.edu/About%20ANR/Strategic%20Vision/). There are 5 strategic initiatives that ANR is currently focusing on: Endemic and Invasive Pests and Diseases (EIPD), Healthy Families and Communities (HFC), Sustainable Food Systems (SFS), Sustainable Natural Ecosystem (SNE), and Water Quality, Quantity and Security (WQQS). This position will primarily address priorities found in the Healthy Families and Communities Initiative. The Strategic Plans for each strategic initiative can be found at <http://ucanr.edu/sites/StrategicInitiatives/>.

ACADEMIC EXPECTATIONS: All UC ANR CE advisors are responsible for performance in the areas of 1) applied research and creative activity, 2) extending knowledge and information, 3) professional competence and activity and 4) University and public service.

Research: All UC ANR CE advisors develop and implement applied research programs to provide science-based information addressing complex issues. The applied research program will be based on a needs assessment focused on youth leadership, college and career readiness, and career pathways particularly among marginalized and youth of color. In partnerships with a variety of campus and county-based colleagues, research areas may include emerging approaches and contemporary issues affecting college and career readiness, college access and retention; college and career pathways; and, developing a theory of change to guide the field. The CE advisor will also conduct studies to evaluate the effectiveness of initiatives, curricula and program strategies. In addition to assessing measurable changes in individuals, the CE advisor will assess family and organizational as well as community change and how these factors influence access and retention. Research should lead to new contributions in the field through peer reviewed publications such as the Journal of Extension, Journal of Youth Development, Journal of Adolescence, Child Development, Science Education, Educational Researcher and non-peer reviewed articles such as UC Delivers, 4-H newsletters, and local community newspapers.

Extension of knowledge: County and community partners rely on UC ANR CE advisors as a critical resource for providing research-based information across a variety of disciplines. CE advisors disseminate appropriate, science-based information to inform clientele, using extension methods that are responsive to clientele needs and appropriate for the audience and situation. Through collaborations and partnerships, the CE advisor will address identified priorities and promote positive youth development, 4-H teen leadership, and college and career readiness for youth through a variety of delivery modes in these counties. The CE advisor will also develop new curricula/educational materials. Target clientele for these efforts will be youth, 4-H program staff and volunteers, teachers, community leaders and others involved in youth development and education.

Science-based research results and other educational information will be disseminated using a variety of methods including UC ANR publications, individual consultations, workshops, meetings, peer-reviewed journals, and an appropriate mix of contemporary and emerging electronic tools such as

online learning, web content systems and repositories, social media, impact and evaluation tools, along with specialized and public media outlets. Programs will be developed and carried out in collaboration with other UC ANR academics as well as related government, non-governmental organizations, the Office of Education, local school districts and institutions of higher learning, family resource centers and private industries in San Joaquin and Stanislaus Counties. The CE advisor is expected to provide academic leadership in the areas of teaching and adaptive research activities, impacting relevant youth development issues.

Professional Competence: All UC ANR CE advisors are required to demonstrate professional competence in their programmatic areas. Professional competence includes participation in training activities to enhance professional development, such as administrative trainings, professional conferences, or workshops. Professional competence also includes activities that reflect professional standing within the programmatic area, such as presenting at conferences or workshops, holding offices in professional societies, invited presentations, or reviewing/editing publications.

University and Public Service: All UC ANR CE advisors are required to actively serve the University, as well as the public. University service may occur at the local, division, state, national, or international levels. Examples of potential University service activities include serving on a university workgroup or committee, providing leadership in program teams, or advocacy efforts. Public service should involve activities and events in which the CE advisor uses their professional expertise to benefit groups or efforts outside the University. Examples may include serving on external boards or councils, participating in community events, and leadership of non-University collaborative groups.



MAJOR RESPONSIBILITIES:

- Develop and implement effective UC ANR Cooperative Extension applied research and educational programs to address the identified priority needs of the clientele that are consistent with ANR's Strategic Vision and ANR initiatives
[http://ucanr.edu/sites/StrategicInitiatives/Healthy Families - Communities/](http://ucanr.edu/sites/StrategicInitiatives/Healthy_Families_-_Communities/)
 - Conduct and report regular needs assessments to identify priority issues or problems relevant to the local clientele groups being served.
 - Disseminate useful, science-based information to inform clientele, using extension methods that are responsive to clientele needs and appropriate for the audience and situation.
 - Develop and implement applied research designed to monitor changes and solve locally relevant problems.
 - Maintain and promote Cooperative Extension's credibility by participating in professional organizations and collaborating with government agencies, commodity groups, allied industry groups, policy makers and other organizations by providing independent science-based information and leadership.
 - Evaluate programs and report accomplishments, results, and potential or actual impacts to scientific and lay audiences.
 - Develop collaborative teams with other UC ANR academics, including CE specialists, AES faculty, CE Advisors and/or others, to address priority issues for UC ANR.

- Supervise staff in UC ANR 4-H YD programs and provide academic oversight to ensure compliance with federal, UC ANR, and UC ANR 4-H YDP programmatic and fiscal policies.
- Oversee implementation of the UC ANR 4-H YD Framework to ensure positive youth development occurs from an intentional process.
- Provide administrative oversight related to recruitment of volunteers and youth across ethnic groups, races and cultures.
- Lead and contribute to the design and implementation of a volunteer development and management program.
- Cultivate collaborators and donors as well as grants for research and education/project support.
- Collaborate and network with governmental agencies, youth service organizations, industry groups, schools, fairs and interested individuals.

RELATIONSHIPS:

The CE advisor is administratively responsible to UCCE San Joaquin County Director with input from the UCCE Stanislaus County Director. Programmatically, the CE advisor is responsible to the Director of the Statewide Youth, Families and Communities Program. The CE advisor will maintain communication and working relationships with CE specialists and other CE advisors, UC ANR State 4-H Office, Agricultural Experimental Station faculty and researchers, ANR Strategic Initiative Leaders and other colleagues.

AFFIRMATIVE ACTION: An understanding of and commitment to UC ANR's affirmative action goals and commitments is expected of all CE advisors.

EDUCATION AND EXPERIENCE:

A minimum of a master's degree is required, though other advanced degrees are encouraged, in Youth/Child Development, Human Development, Child Development Education or other closely related fields. Experience in conducting applied research and education programs with youth in the areas of college and career readiness and/or improving access and retention on college campuses is required. Experience working with diverse populations and the ability to bridge cultural differences is required. Ability to apply low-literacy and cultural/ethnic principles into extension and research program elements is preferred. Excellent written, oral, presentation, and interpersonal communication skills in English is required. Expertise in non-formal education, education development, youth program development, volunteer development, and program design and evaluation are highly desirable. Experience effectively managing and resolving conflict is highly desirable. Extension experience, grant writing/resource development, and working with diverse groups of stakeholders is desirable. The ability to communicate with adults and children in Spanish is desired.

ADDITIONAL REQUIREMENTS:

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.

SALARY:

Beginning salary will be in the Cooperative Extension Assistant Advisor Rank and commensurate with applicable experience and professional qualifications. For information regarding Cooperative Extension Advisor salary scales, please refer to the University of California, ANR website: <http://ucanr.edu/sites/anrstaff/files/250093.pdf>.

If the successful candidate is currently a UCCE advisor with indefinite status, the candidate will be offered the position commensurate with applicable experience and professional qualifications with eligibility to retain such indefinite status.

BENEFITS: The University of California offers comprehensive benefits including two days per month paid vacation, one day per month paid sick leave, and approximately thirteen paid holidays per year. This position is eligible for sabbatical leave privileges as per the terms of University policy. For more information, refer to the UC Benefits website at: <http://ucnet.universityofcalifornia.edu/>.

HOW TO APPLY:

To be considered, applicants must electronically submit the following four components of the Application Packet to ANRacademicsearch@ucanr.edu:

1. Cover Letter
2. ANR Academic Application Form— from the ANR website at: <http://ucanr.edu/academicapplication>

Please include a list of potential references. If you are selected for an interview, the search committee will contact the references you listed on the UC ANR application form (a minimum of 4 and a maximum of 6 names, current addresses, phone numbers and email addresses). Please do not send letters of reference.

3. CV or Resume
4. College Level Transcripts: Only original electronic transcripts or legible photocopies of original transcripts will be accepted.

Application and associated materials will not be returned to the applicant.

A search committee will review all applications, interview candidates, and recommend individuals most suitable for the position.

For information regarding this position, please contact:

*University of California
ANR Academic Human Resources
LeChe McGill
530-750-1281*

E-mail Address: ANRacademicsearch@ucanr.edu

Internet: <http://www.ucanr.edu/jobs>

PLEASE REFER TO POSITION NUMBER AP#17-01 IN ALL CORRESPONDENCE

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.