

University of California
Agriculture and Natural Resources

POSITION VACANCY ANNOUNCEMENT

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

**Director, Statewide Youth, Families and Communities
Academic Administrator Series
AP #15-25**

Location Headquarters: UC ANR Building, 2801 Second Street, Davis, California

CLOSING DATE: To assure full consideration, application packets must be received by May 27, 2016 (open until filled)

BACKGROUND AND PURPOSE: The University of California, Division of Agriculture and Natural Resources, a statewide program with local development and delivery, is seeking a Director for the Statewide Youth, Families, and Communities (YFC) Program to provide administrative leadership to the 4-H Youth Development Program (4-H YDP) and the Expanded Food and Nutrition Education Program (EFNEP), as well as other ANR nutrition, family, and consumer science (NFCS), youth and community programs. The 4-H YDP is a statewide program focused on providing experiential learning experiences that develop leadership, citizenship, life skills, and supportive environments in which culturally diverse youth and adults are engaged to reach their fullest potential while advancing the field of youth development. EFNEP operates in selected counties to assist low-income youth and families with young children to acquire knowledge, skills, and attitudes that change behavior necessary to choose nutritionally sound diets and improve nutritional welfare. The Director works with two Associate Directors of Program and Policy (4-H YDP and NFCS) to provide innovative leadership and creativity in fostering interdisciplinary efforts, implementing and evaluating extension research-based programs, and developing and coordinating revenue generating opportunities in support of California youth, families and communities.

The UC ANR Strategic Vision guides our priorities in research, education, service, and resource allocation. The Strategic Vision is available at: [http://ucanr.edu/About ANR/Strategic Vision/](http://ucanr.edu/About%20ANR/Strategic%20Vision/). UC ANR 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. Research and Extension programming aligns closely with the Strategic Initiatives. The YFC Director sits on the Healthy Families and Communities (HFC) Strategic Initiative Panel as the liaison for the statewide programs and assists with collaborative efforts in supporting the strategic goals. The HFC Strategic Plan identified a series of critical questions relevant to California Communities youth, families, and nutrition. Information about the HFC Strategic Initiative is available at: http://ucanr.edu/sites/StrategicInitiatives/Healthy_Families_-_Communities/

Major Responsibilities: The YFC Director will be expected to interact with UC ANR program teams, CE specialists, CE advisors, and others within the research/extension network and industry advisory groups to provide leadership in the development, strengthening, expansion, and sustainability of the local delivery of YFC programs.

Specific aspects of duties include:

- Develops and oversees an annual statewide YFC plan of work in conjunction with the UC ANR Leadership Team, county advisors and staff that complements the Healthy Families and Communities Strategic Initiative priorities and identifies critical issues affecting California youth and families and develops strategies for an effective organizational response.
- Oversees the development of policy, program guidance, outreach, educational curriculum and events; training and procedures for YFC research and extension programs; and coordinates statewide operations with county and national 4-H YD, nutrition, and family programs that address high priority Division issues.
- Provides leadership in extramural fund development; including revenue generation for grants, contracts, and fees and coordinates with the California 4-H Foundation and UC ANR Development Services in generating gifts and endowments. Serve on the 4-H Foundation Advisory Board.
- Oversees the administration and management of the Statewide YFC Office, including budgets, financial monitoring, expenditures approval processes, program reporting, and staff recruitment and supervision. Supervise the two Associate Directors and the YFC Business Office Manager.
- Serves as liaison between the 4-H YDP, EFNEP, and other YFC programs and various stakeholders and represents the interests of these programs, the Division of Agriculture and Natural Resources, and the University at large with diverse public and private sector.
- Develops and maintains collaborations and networks with the UCD Department of Human and Community Development and Nutrition, UC ANR Nutrition Policy Institute, and other



UC campus departments and the University system that address the needs of California youth, families and communities.

- Coordinates with Strategic Initiative Leaders and County Directors to establish program priorities to meet the needs of counties throughout the state and forge cross-county and interdisciplinary collaboration and program delivery.

RELATIONSHIPS: The Director is administratively responsible to the UC ANR Associate Vice President.

AFFIRMATIVE ACTION: An understanding of and commitment to UC ANR's affirmative action goals and commitments is expected of all administrators. The YFC Director will ensure that outreach efforts to ensure non-discrimination in program identification and delivery, promote and encourage maximum participation of minorities, women, and other under-served groups; include outreach objectives as a component in planning, implementing, and evaluating program efforts; oversee outreach planning, outcomes and reporting is completed.

EDUCATION AND EXPERIENCE: A minimum of a master's degree is required, other advanced degrees are strongly encouraged in Education, Youth, or Human Development, Psychology, Human Relations, Nutrition, Family Consumer Sciences or a related subject matter. Demonstrated abilities and experience is required in: conducting youth, human, or community development or nutrition programs and research resulting in outcomes and a publication record; managing complex budgets and extramural fund development; bringing together interdisciplinary teams to address convergent issues or problems; working with diverse audiences and external constituencies; communicating effectively and having excellent interpersonal skills, especially in difficult/sensitive situations; and directing programs requiring solutions related to cultural, social, technological, and economic issues. Knowledge and understanding of issues in nutrition, youth, human and community development that may be addressed through research and extension is critical. Knowledge and understanding of the Cooperative Extension system and the role of the land-grant mission in serving youth, family and community needs and having bi-lingual skills are highly desirable.



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 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 University of California Academic Administrator series and commensurate with applicable experience and professional qualifications. For information

regarding UC Academic Administrator series scales, please refer to the University of California website: <http://ucanr.edu/sites/anrstaff/files/218498.pdf>.

If the successful candidate is currently a UCCE Academic with indefinite status, the candidate will be offered the position commensurate with applicable experience and professional qualifications with eligibility to retain such indefinite status. This appointment provides Principal Investigator status with ANR and enables broader opportunities to obtain grants.

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. 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 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 four (4) and a maximum of six (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 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 Personnel
Kim Ingram
(530) 750-1282**

E-mail: ANRacademicsearch@ucanr.edu

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

PLEASE REFER TO POSITION NUMBER AP #15-25 IN ALL CORRESPONDENCE

The University of California is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence. 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.