



Position Advertisement: Associate Director, 4-H Youth Development, University of Arizona Cooperative Extension (100% Extension appointment). This is a year-round, 12-months position. To apply for Req16498 use link:

<https://arizona.csod.com/ux/ats/careersite/4/home/requisition/16498?c=arizona>

The University of Arizona Cooperative Extension (UACE) welcomes applications from outstanding, collaborative, and experienced leaders to assume the role of Associate Director (AD), 4-H Youth Development. This position is headquartered on the University of Arizona campus in Tucson, AZ, and reports to the Associate Vice President and Director of Extension. Working in tandem with Extension faculty and county-based staff, the AD provides visionary and engaged leadership for a robust and impactful organization. The AD will work closely with Extension Administration (EA) leadership to engage and convey a 'can do' message to our stakeholders at the local, state, national, and international levels. The AD will build on and support EA efforts to serve as a resource and problem solver for AZ residents. We translate science into practical application to advance and sustain agriculture, to protect our environment and preserve our natural resources, to enhance the economic vitality of our rural and urban communities, to help develop youth into productive and informed citizens with outstanding character, and to help improve the health and wellbeing of our residents. This position will oversee all ongoing state 4-H programs, summer programs, and all other youth development activities. The successful candidate will support training and mentorship for 4-H professionals and staff, expand the University of Arizona's non-traditional and traditional 4-H Youth programs, and expand the development of innovative 4-H programs that reach underserved populations.

Scope of Responsibility: The successful candidate is expected to 1) develop research-based programs designed for diverse audiences, including a variety of educational methods; 2) conduct agent training and stakeholder workshops; 3) develop content for factsheets, peer-reviewed journal articles, and informational sheets; 4) successfully write grants for external funding to support 4-H Youth Development programming; 5) demonstrate a commitment to working with minority and limited resource populations to solve problems; 6) design specific educational materials for hard to reach minority and underserved populations; 7) contribute to the professional development and mentorship of 4-H professionals and staff, and 8) contribute to the multi-functional, land-grant mission of the University of Arizona through outreach and engagement efforts with community stakeholders.

Essential Job Functions:

- * Elevate AZ 4-H reputation for providing impactful programs through building and supporting strong county- and state-based educational experiences and extensive collaborations with Extension faculty and staff.

- * Work effectively with Cooperative Extension's marketing team to develop messaging that is clear, effective, and accessible which demonstrates the impact of 4-H youth development programs.
- * Use knowledge of positive youth development to strengthen the 4-H Youth Development program and advocate for 4-H.
- * Provide vision and leadership to ensure Extension's alignment with and contribution to the University Diversity, Equity, and Inclusion strategic plan.
- * Support the development, implementation, and evaluation of innovative positive youth development programs including developing the financial resources needed. Prepare funding proposals to support programming in a wide array of project areas to attract a broad cross section of youth and volunteers to expand the program's reach. This includes the creation of programs for underserved and/or limited-resource audiences.
- * Provide support for the recruitment and retention of diverse employees, volunteers, and youth participants.
- * Fiscal/budget management and resource development for statewide program efforts.
- * Provide direct leadership and supervision for the state 4-H staff.
- * Build relationships with communities, political leaders, volunteers, and other external partners, as well as with internal campus-based administrators, faculty, and staff.

Qualifications:

- * Ph. D. in an appropriate field of study and seven years of experience.
- * Position requires travel throughout the state; candidate must have reliable transportation.
- * Experience developing a positive and supportive work environment with faculty and staff resulting in relevant and impactful programs.
- * Experience in communication, planning, organization, and personnel and fiscal management.
- * Experience engaging successfully in collaborative, integrated, multidisciplinary research, granting, and publishing.

Knowledge, Skills, and Abilities:

- * Ability to communicate effectively with different groups/individuals.
- * Ability to lead and manage a complex and large-scale program to a high level of excellence.
- * Ability to effectively on-board, lead, coach, and mentor new professionals.
- * Knowledge of the breadth of 4-H programming and positive youth development.
- * Knowledge of the Extension program development process, evaluation, and reporting.
- * Knowledge and experience with Cooperative Extension/Land Grant system.

Items to be submitted:

- * Cover letter (2-page maximum)
- * Curriculum Vitae
- * Official transcript

- * Professional statement that reflects your philosophy of Extension and commitment to positive youth development (2-page maximum)
- * Two samples of scholarly work