Extension Specialist, 4-H Youth Development (Internal to Campus)

**POSITION OVERVIEW**
The Extension Specialist, 4-H Youth Development (Shooting Sports & Outdoor/Environmental Education) is expected to provide overall leadership in the programming related to shooting sports and outdoor/environmental education for youth in all 102 counties in the state. This position serves as a regular, full-time, 12-month academic professional staff member of the State 4-H Office of University of Illinois Extension within the College of Agriculture, Consumer, and Environmental Sciences (ACES). The State 4-H Office provides leadership to the 4-H Youth Development Program delivered through University of Illinois Extension staff and offices throughout the state. This position will integrate program leadership, partnership, scholarship, and public engagement into its everyday practice. In collaboration with Extension faculty, staff and partners, this position will lead statewide program priorities.

One full time position is available.
**Location:** Champaign, IL / Monticello, IL
(Position will be housed at the State 4-H Office in Champaign, IL or the 4-H Memorial Camp in Monticello, IL)

This is a security-sensitive position. Comprehensive background checks, including but not limited to a criminal conviction information check, a CANTS check, and a review of the Registered Sex Offender list, will be conducted.

**RESPONSIBILITIES**

**Program Leadership, Development, and Delivery**
- Develop and execute a strategic plan for program growth and quality.
- Design and provide leadership for state and national mastery opportunities for the program area, including but not limited to state shoots.
- Within the designated area(s) of specialization, develop innovative curricula and programs to address local needs as well as to align with the broader state and national interdisciplinary initiatives. Current programs include but are not limited to shooting sports, citizen science, I Think Green, and Jr master naturalists.
- Work as part of a State 4-H Office team to support statewide events such as State Fair and connect to other aspects of the state 4-H Youth Development plan of work as needed.

**Professional Development Programming / 4-H Program Technical Assistance**
- Teach in the field of designated expertise.
- Identify, design, and teach professional development experiences for Extension staff, volunteers, and other partners located throughout the state related to research-informed best practices in outdoor and environmental education programs and positive youth development.
- Recruit, mentor and support retention of state discipline instructors and volunteers.
- Provide leadership for state youth shooting sports ambassadors program. Includes responsibility to recruit, mentor and engage youth leaders to support state strategic plan.
- Manage train-the-trainer certification program process for Illinois volunteers.
- Monitor and manage risks related to program implementation consistent with campus and Extension policies.

**APPLICATION DUE**
February 27, 2019

**PROPOSED START DATE**
As soon as possible after the closing date

**SALARY**
Commensurate with experience and qualifications

**TO APPLY**
Go to:
http://go.illinois.edu/110306. Log in to your account and upload a cover letter and resume, as well as the names and contact information of three professional references.

**MORE INFORMATION**
The position is a full-time, benefits-eligible, non-tenure academic professional position appointed on a 12-month service basis. Generous vacation and sick leave. State Universities Retirement System. Group health, dental, vision and life insurance.
The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer.

The University of Illinois is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans, and individuals with disabilities are encouraged to apply. For more information, visit go.illinois.edu/EEO. To learn more about the university’s commitment to diversity, please visit inclusiveillinois.illinois.edu.

**Administrative Relationship:** The Extension Specialist, 4-H Youth Development is administratively responsible to the Assistant Dean and Director, 4-H Youth Development, and is a member of the State 4-H Office staff.
QUALIFICATIONS:
Required: Master’s degree in Youth Development, Education, or field related to program responsibilities from an accredited institution of higher education. Candidates with a Master’s degree in progress may be considered for interviews, but degree must be completed by hire date. Evidenced knowledge of and experience with youth development best practices. Experience within specialty field such as outdoor education, environmental education, shooting sports or related field. Strong oral and written communication skills. Evidence of strong interpersonal skills and ability to work within a team environment.

Preferred: Teaching or youth development experience in informal setting. Experience working with volunteers, including recruitment and support. Experience with program planning for youth audiences. Experience working with racially, ethnically and linguistically diverse youth. Demonstrated ability to build and maintain diverse networks. Experience in evaluation and impact reporting of youth programs. Experience in leadership role and/or evidenced ability to guide the work of others.

APPLICATION PROCEDURE:
To apply, go to http://go.illinois.edu/110306. Log in to your account and upload a cover letter and resume, as well as the names and contact information of three professional references. Resume dates must be in month/year format and employment history, at a minimum, should include all work dating back to the completion of your undergraduate degree. Positions that were less than full-time/100% must be noted as being part-time. Transcripts may be requested at a later date. To receive full consideration, all requested application materials must be submitted via the online system by the close date of February 27, 2019.

For further information about the position please contact Search Chair, Beth Welbes, at echamb@illinois.edu. For Technical assistance with the online application process, call 217-333-6747 or email jobs@illinois.edu.