Visiting Extension Outreach Associate
University of Illinois Extension and Agricultural and Biological Engineering

WE TRANSFORM LIVES
Everything we do is designed to improve the quality of life of the people in the state of Illinois, across the nation, and around the world. We discover, develop, translate, and disseminate knowledge to address societal concerns and train the next generation of experts and leaders in a way that empowers them to expand the boundaries of science to higher levels of understanding and influence.

Be a part of our story. Through learning partnerships that extend knowledge and change lives, University of Illinois Extension provides educational programs aimed at making life better, healthier, safer, and more profitable for individuals and their communities. Illinois Extension has operated continuously for more than 100 years connecting the citizens of Illinois to their land-grant university by providing educational programming around the state. University of Illinois Extension is based in the College of ACES and works with all colleges and units of the University of Illinois at Urbana-Champaign.

The Department of Agricultural and Biological Engineering (ABE) has an established international reputation for its research in a broad array of specializations. ABE is consistently ranked as one of the top ten best undergraduate engineering programs in the nation. ABE is interdisciplinary nature, as there is collaboration across the University of Illinois campus as well as the University of Illinois Research Park.

The Visiting Extension Outreach Associate serves as a regular, full time, 12 month academic professional with primary responsibility for planning, developing, and implementing Illinois AgrAbility educational activities and initiatives (in-person and digital), curriculum, instructional materials, and other resources for University of Illinois Extension’s agricultural safety and health and agricultural stress and mental health programs.

Illinois AgrAbility provides services and resources to help farmers, farm families and agricultural workers continue to enjoy their preferred way of life. The program assists farmers in overcoming physical and mental limitations through direct services, programs, and assistance technologies.

One full-time position is available.
Location: Urbana-Champaign Campus

Position Overview
Program Planning, Development and Delivery
• Prepare educational materials for delivery purposes, develop educational presentations to train-the-trainers and/or stakeholders, and organize educational activities.
• Provide direct assistance to AgrAbility clients which will include meeting with clients, performing worksite assessments, writing client reports, making recommendations for work modifications, and maintaining client records.
• Develop and deliver educational programing to various healthcare providers to increase awareness of AgrAbility and understanding of unique work-characteristics of agriculture.

Application Due
November 4, 2022

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/1012775
Log in to your account and upload a cover letter and resume

More Information
Immigration sponsorship is not available for this position. This position is a temporary, full-time, benefits-eligible, non-tenure academic professional position. The position may become non-visiting at a later time dependent upon funding and/or programmatic needs. Generous vacation and sick leave. State Universities Retirement System. Group health, dental, vision and life insurance.

This is a security-sensitive position. Comprehensive background checks, including but not limited to a criminal conviction information check, and a review of the Registered Sex Offender list, will be conducted.
• Conduct data collection for needs assessment to ensure program objectives are being met.
• Facilitate and co-lead meetings of advisory boards, ambassadors, interest groups, and stakeholders.
• Assist with and support the overall University of Illinois Extension program in relation to meeting the mission of the project.

Outreach
• Develop program communications and marketing. Organize and distribute communications pertaining to the project in appropriate venues and to appropriate client audiences.

Organizational Requirements
• Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work.
• Perform other duties that contribute to University of Illinois Extension programming, as assigned.
• Personal transportation and ability to travel.

Other Information
• To perform the functions of this position, the employee will be required to perform work both within an office and outside in the communities that are served, and must have the capability to travel from one location to the other in a timely fashion. Employee is responsible for securing personal transportation. A valid driver’s license is preferred. Some work will be required during evenings and/or weekends. When working, the employee may be exposed to a variety of environmental factors to include, but not limited to, hot or cold weather, exposure to noise and allergens, and uneven ground. In performing the functions of this position, the employee may be subjected to various mental and physical demands as well to include, but not limited to, independently traveling to and performing work at different locations, lifting and moving items that may occasionally weigh up to forty (40) pounds and frequently weigh up to twenty (20) pounds, and twisting, pushing and pulling movements. More detailed information regarding the functions of this position (including the physical, mental and environmental requirements of the position) may be obtained from Human Resources for the College of Agricultural, Consumer and Environmental Sciences (ACES) by contacting hr@aces.illinois.edu.

Qualifications

Required:
• Bachelor’s degree in kinesiology, public health, occupational safety and health, or related field. Candidates with a Bachelor’s degree in progress may be considered for interviews, but degree must be completed by hire date
• Significant relevant experience in providing educational program to adult audiences and networking with schools or community partners to develop and deliver education programs

Preferred:
• An understanding of and experience with Extension and outreach programs
• Informal and formal teaching experience
• Demonstrated marketing and communications experience
Knowledge, Skills, and Abilities:

- Strong written and verbal communication skills. Project management skills. Understanding of agricultural production in Illinois, demonstrated ability to build and maintain diverse networks, evidence of strong interpersonal skills and teamwork, and ability to work flexible hours and be self-directing is preferred.

Application Procedure:

To apply, go to https://go.illinois.edu/1012775. Please upload a cover letter, resume, and the names and contact information for three professional references. Resume dates submitted 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 November 4, 2022.

For further information about the position please contact search chair Stephanie Acevedo at sacevedo@illinois.edu. For questions regarding the application process, please contact 217-333-2137.