



# Visiting Extension Outreach Associate Illinois-Indiana Sea Grant K-12 Education

## WETRANSFORMLIVES

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.

One of 34 Sea Grant Programs in the U.S., Illinois-Indiana Sea Grant (IISG) is a bi-state program, with its Illinois staff sited within Illinois Extension. IISG works in partnerships with key organizations, institutions, and agencies in the Great Lakes region and primarily in southern Lake Michigan to empower people to solve problems in sustainable ways. We do this by providing science-based educational programming, which includes outreach to adult audiences as well as K-12 education. The projects that the successful candidate will be engaged in will work toward this overarching goal.

The Visiting Extension Outreach Associate, Illinois-Indiana Sea Grant K-12 Education serves as a temporary, full time, 12-month academic professional whose primary responsibilities are to create a new youth-centered aquatic invasive species (AIS) digital learning product and assist with development, delivery, and evaluation of other educational programming that increases Great Lakes literacy among Illinois and Indiana youth thereby supporting the mission of Illinois-Indiana Sea Grant and University of Illinois Extension.

One full-time position is available.

Location: Chicago, IL

(Locally remote or hybrid work options are available)

## Position Overview

### Program Planning, Delivery and Evaluation

- Develop a youth-centered aquatic invasive species (AIS) digital learning product (e.g., website, online game) for middle-school aged youth. This will include working with an advisory committee and evaluating and/or revising existing AIS curricula and/or supporting resources (e.g., fact sheets).
- Develop and deliver other educational programming such as teacher workshops, curriculum development, and youth stewardship projects.
- Collaborate with internal and external creative staff, such as graphic designers and web developers, on development of the digital product.

## Application Due

August 19, 2024

## 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/1025494>

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

Sponsorship for work authorization is not available for this position. This position is a temporary, one-year, full-time, benefits-eligible, non-tenure academic professional position. The position may be extended based on funding and/or programmatic needs. The expected start date is as soon as possible after the closing date. Salary is competitive and commensurate with qualifications and experience, while also considering internal equity. The salary range for this position starts at \$59,000. 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.

- Manage creation and evaluation of the digital product to meet project deliverables and deadlines including pilot testing by educators and youth.
- Conduct evaluation research to determine effectiveness of programming regarding short-term impacts and long-term changes in clientele practices; use findings to create innovative programs and improve quality of existing offerings.
- Seek professional development opportunities to enhance competency in relevant programmatic areas and improve program delivery.

### Scholarship

- Develop and maintain professional collaborations.
- Present the digital product at state, regional, national, and international conferences as appropriate.

### Organizational Requirements

- Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work.
- Comply with all reporting deadlines and requirements (e.g., plans-of-work, quarterly and annual reporting, etc.).
- Perform other duties within scope of position that contribute to the mission of University of Illinois Extension programming, as assigned.
- Local, statewide, and interstate travel required.

### 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, ability to move, transfer and/or transport 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](mailto:hr@aces.illinois.edu).

**Administrative Relationship:**The Visiting Extension Outreach Associate, Illinois-Indiana Sea Grant K-12 Education, is administratively and programmatically responsible to the Extension Outreach Associate, Great Lakes K-12 Education.

### Qualifications

#### Required:

- Bachelor's degree in education, environmental education, natural sciences, or related field. Degrees in other fields will be considered with work experience that demonstrates similar competencies. Candidates with a bachelor's degree in progress may be considered for interviews, but degree must be completed by hire date.
- Two years of experience developing and delivering digital educational content, e-learning products, educational technology, multimedia design, or relevant experience with web development including knowledge of accessibility standards and best practices.

*The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Convictions are not a bar to employment. The University of Illinois System requires candidates selected for hire to disclose any documented finding of sexual misconduct or sexual harassment and to authorize inquiries to current and former employers regarding findings of sexual misconduct or sexual harassment. For more information, visit [Policy on Consideration of Sexual Misconduct in Prior Employment](#). The University of Illinois must also comply with applicable federal export control laws and regulations and, as such, reserves the right to employ restricted party screening procedures for applicants.*

*As a qualifying federal contractor, the University of Illinois System uses [E-Verify](#) to verify [employment eligibility](#).*

*The University of Illinois is an Equal Opportunity, Affirmative Action employer that recruits and hires qualified candidates without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, disability or veteran status. For more information, visit <http://go.illinois.edu/EEO>.*

**Preferred:**

- Master's degree in digital educational content, e-learning products, educational technology, or similar.
- Experience with curriculum development.
- Spanish proficiency.

**Knowledge, Skills, and Abilities:**

- Knowledge of or interest in AIS or ecosystem health. Knowledge of the Great Lakes ecosystem. Familiarity with Great Lakes literacy principles, state, and/or Next Generation Science Standards. Ability to work independently yet serve as part of a team. Ability to prioritize a varied workload, successfully manage timelines, and provide regular reports of activities and achievements. Excellent verbal and written communication skills, including presentation skills. Strong organizational skills and attention to detail.

**Application Procedure**

To apply, go to <https://go.illinois.edu/1025494>. Please upload a resume, cover letter, 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 **August 19, 2024**.

For further information about this specific position, please contact Christina Chopra at [cchopra@illinois.edu](mailto:cchopra@illinois.edu). For questions regarding the application process, please contact 217-333-2137.

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