



# Visiting Extension Outreach Associate (Illini Science Policy Scholar)

## 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 Visiting Extension Outreach Associate, Illini Science Policy Scholar serves as a full time, 12-month academic professional with primary responsibilities of supporting projects and initiatives that research, explore, and inform policy that are central to both the mission of the University of Illinois Extension and the Scholar's host agency. In particular, the position will work on providing solutions through policy and public service on issues such as agricultural equity, digital equity, educational equity, and economic equity. This position will work to enhance the intersection of public service and public policy in order to improve the lives of those living in historically underserved and underrepresented communities in Illinois. This position has been designed to potentially provide job experience to a recent college graduate with a Master, PhD or professional degree.

Eight full-time positions are available. Those selected for the positions will be placed in one of the following state or legislative offices.

**Location:** Agency dependent – Position will be housed in either Chicago, Springfield, Urbana. Hybrid work is available but onsite work is required.

## Illinois Department of Commerce and Economic Opportunity, Office of Broadband

DCEO's mission is to support and maintain a climate that enables a strong economy for our customers — taxpayers, businesses, workers, and communities — by keeping, attracting, and growing businesses, maintaining a skilled workforce, and enhancing communities so that the climate here is one in which businesses, small and large, and workers, can succeed to the greatest extent possible. Created in September 2019, the Office of Broadband is housed within the Illinois Department of Commerce and Economic Opportunity. As a primary charge, the office is responsible for administering the Connect Illinois broadband infrastructure grant program. In addition, the office will develop and administer related programming — such as in the areas of community planning and capacity building and digital literacy, adoption, and inclusion. The Illini Science Policy Scholar placed with DCEO, Office of Broadband will work on initiatives closely aligned with the scholar's interests and expertise, including but not limited to: mapping and data; community outreach and engagement; finance and business analytics; digital equity and inclusion; or program design. Work will support key efforts of the Illinois Broadband Lab, a collaboration between the DCEO Office of Broadband and University of Illinois System.

## Application Due

March 24, 2024

## Proposed Start Date

Summer 2024

## Salary

\$50,000

## To Apply

Go To: <http://go.illinois.edu/1021492>.

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

Immigration sponsorship is not available for this position. The position is a temporary, full-time, benefits eligible, non-tenure academic professional position appointed on a 12-month service basis. 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.

### **Illinois Department of Innovation & Technology (DoIT)**

The Department of Innovation & Technology (DoIT) became an agency by statute on July 20, 2018 being charged with responsibility for the information technology functions of agencies under the jurisdiction of the governor. DoIT's mission is to improve access to government services by leveraging modern technologies. DoIT is leading a digital transformation toward an enterprise approach to technology at the State of Illinois to gain efficiencies and improve service delivery for customer agencies who in turn, serve the residents of Illinois. This transformation is resulting in improved security and data protection, fewer redundant systems, more efficient technology spending and greater interagency collaboration.

The Illini Science Policy Scholar at DoIT will be engaged directly with projects related to education technology coordination efforts and those initiatives specifically related to Science, Technology, Engineering, Art, and Mathematics (STEAM) fields that integrate all five Extension critical issue areas. Active engagement with anticipated initiatives includes assisting with the organization of STEAM events, coordination of online STEAM resources and activities for multiple audiences, and expansion of STEAM opportunities for youth throughout Illinois. Professional growth opportunities will enable the scholar to actively engage in public policy development, collaborate with a variety of advocacy organizations, focus on creative resource development, and explore innovative ways to communicate activities.

### **Illinois Department of Emergency Management Agency and Office of Homeland Security**

The Illinois Emergency Management Agency and Office of Homeland Security (IEMA OHS) strives to better prepare the State of Illinois for natural, manmade or technological disasters, hazards, or acts of terrorism. The Agency coordinates a broad spectrum of functions designed to create a better prepared state, including

1. **Emergency Management** Coordinating the State's disaster mitigation, preparedness, response and recovery programs and activities, functioning as the State Emergency Response Commission, and maintaining a 24 hour Communication Center and State Emergency Operations Center (SEOC)
2. **Homeland Security** researching, developing, and implementing programs and services to protect the residents of Illinois from current and emerging natural, technological, and human caused threats and risks by collaborating with intra agency public safety partners to provide information and threat analysis related to critical infrastructure, cyber threats, violence prevention, and terrorism or terrorism related crime and
3. **Nuclear Safety** Protecting Illinois residents from the potentially harmful effects of ionizing radiation, administering more than two dozen programs to protect citizens and the environment including inspecting and regulating radioactive materials licensees, registering and inspecting radiation producing equipment and facilities statewide, accrediting medical radiation technologists, certifying mammography facilities, monitoring nuclear power reactors in Illinois, and inspecting and escorting spent nuclear fuel shipments.

The Illini Science Policy Scholar at IEMA OHS will provide professional contributions to inform research, policy, and management issues within IEMA OHS related to Nuclear Safety, Emergency Management, and/or Homeland Security. They will have the opportunity to research and provide advice and guidance to Agency leadership on current matters of importance to the residents of Illinois.

### **The Association of Illinois Soil and Water Conservation Districts (AISWCD)**

Soil and Water Conservation Districts (SWCD) work to protect Illinois' greatest assets – the rich, fertile soils and water resources of the state through strategic conservation efforts. SWCDs, working in conjunction with agricultural as well as environmental stakeholders and for decades have played a central role in efforts to protect and sustain the viability of Illinois' finite natural resources for future generations. AISWCD, is a grass roots advocacy organization formed in 1948 to serve Illinois' 97 member SWCDs.

The Illini Science Policy Scholar placed with AISWCD will have an opportunity to engage on the front line of Illinois' soil and water conservation by elevating conservation with sustainable solutions that advance the AISWCD mantra "Clean Water, Healthy Soils."

*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>.*

### **Congressional Placement**

The Illini Science Policy Scholar interested in a congressional placement will for this cohort, will have the opportunity to be placed within the local office(s) of Congresswoman Nikki Budzinski. Representative Budzinski represents Illinois' 13th Congressional District and is a member of the House Agriculture Committee and House Committee on Veterans' Affairs. She was first elected to the House in 2022 and came to Congress to fight for working families. With a background in the labor movement as well as in state and federal government, her mission is to restore the American Dream, rebuild the middle class and deliver results for communities in Central and Southern Illinois. The ISPP Scholar will help inform issues and policies related to agriculture, the economy, labor, and health care. This position is hybrid and may require travel.

### **Office of the Lieutenant Governor**

Lieutenant Governor Juliana Stratton serves Illinois as the state's 48th Lieutenant Governor. In this role, her portfolio includes leading the Justice, Equity and Opportunity Initiative and chairing the Illinois Council on Women and Girls, the Governor's Rural Affairs Council, the Military Economic Development Council and the Illinois River Coordinating Council. Lieutenant Governor Stratton currently serves on the Executive Committee of the National Lieutenant Governors Association as the Treasurer. The Lieutenant Governor's Office works to advance programs that support agricultural equity, address food insecurity, and provide strategic support for the K-12 teaching shortage. Statewide listening tours provide insight to support much work in these areas.

### **Illinois Legislative Black Caucus/Illinois Legislative Black Caucus Foundation**

The ILBCF works to assure that the interests of African American citizens are given equitable representation in the General Assembly and that legislative action is directed to address those interests. The Illinois Legislative Black Caucus Foundation, founded in 1968, stands for the progression of the African American community by promoting education equity, health and welfare equity, minority business enterprise, job creation, consumer education, and criminal justice reform.

### **Illinois Legislative Latino Caucus and Illinois Legislative Latino Caucus Foundation**

The Illinois Legislative Latino Caucus works to empower Illinois Latinos, assure equitable representation in the General Assembly and promote legislative action directed to address those interests. ILLCF is a non-partisan and tax-exempt 501(c)(3) organization established in 2002. The mission of the organization is to foster the next generation of Latino leadership while advocating for the needs and wants of the community. Its long-term vision is to expand its work by leveraging the connections of the Foundation to increase their social capital and provide financial and leadership opportunities so that new leaders can emerge, ensuring that the community directly informs the Foundation's policy priorities. This ensures that the voices of the Illinois Latinos are heard and advocated for, and provides the ILLCF board with opportunities to engage, learn, and experience the issue areas together to promote united advocacy efforts. The Foundation's Board of Directors includes members of the Illinois Legislative Latino Caucus and others from Illinois Latino communities.

## **Position Overview**

### **Program Planning, Delivery and Design**

- Use research and evaluation findings to help inform policy and legislative action.
- Assist with the development of educational materials / templates / guidebooks for resource prioritization, policy, fundraising, and outreach.
- Design and conduct survey, focus groups to understand the needs of the communities served.
- Design programmatic outreach through webinars, conferences, presentations that elevate the mission of Illinois Extension and host agency.

### **Research, Evaluation and Social Media Awareness**

- Use research and evaluation findings to help inform policy and legislative action.
- Share principles of evidence-based best practice with peers.
- Prepare materials for use at listening sessions, town halls, and other community/civic events as directed.
- Assist in the development and maintenance of social media communications and web resources as directed by host agencies.

## **Organizational Leadership and Requirements**

- Collaborate with colleagues in Illinois Extension, legislative offices, state agencies, local governments, colleges and universities, Illinois communities, community-based organizations, and other stakeholders to conduct research and assist in the development of strategies, policies and action plans that address solutions related to educational, agricultural, digital and/or economic equity.
- Participate as a policy support expert in planning and implementing programs that address public policy priorities for Illinois Extension and/or your legislative or state agency.

## **Other Information**

- Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work; assist unit staff with data collection for Affirmative Action, Gender, and Targeted reports as needed.
- Comply with all reporting deadlines and requirements as outlined by the Director of the Illini Science Policy Program (e.g. plans-of-work, activity and impact reporting, etc.).
- Perform other duties that contribute to the mission of University of Illinois Extension programming, as assigned.
- Local, regional, statewide, and (limited) interstate travel required.
- 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](mailto:hr@aces.illinois.edu).

**Administrative Relationship:** The Visiting Extension Outreach Associate, Illini Science Policy Scholar is administratively and programmatically responsible to the Director of the Illini Science Policy Program.

## **Qualifications**

### **Required::**

- Master's or Doctoral Degree, or professional degree.
- Experience working with diverse populations in a community setting.

### **Training, Licenses or Certifications:**

- A valid driver's license.

### **Knowledge, Skills, and Abilities:**

- Strong oral and written communication skills. Evidence of strong interpersonal skills. Ability to work independently and within a team environment. An understanding of federal and state government is preferred. Understanding of land-grant University Extension and demonstrated ability to work effectively within Extension system is preferred.

## Application Procedure

To apply, go to <https://go.illinois.edu/1021492>. 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. To receive full consideration, all requested application materials must be submitted via the online system by **March 24, 2024**. Interviews may take place, but all applications received by **March 24, 2024** will receive full consideration for an open position. This posting will remain open until positions are filled. After applying, please be on the lookout for an email from [uie-careers@aces.illinois.edu](mailto:uie-careers@aces.illinois.edu) for further instructions.

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

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