



# ILLINOIS

## Extension

### COLLEGE OF AGRICULTURAL, CONSUMER & ENVIRONMENTAL SCIENCES

## Extension Educator, Family and Consumer Science (SNAP-Ed)

### POSITION OVERVIEW

The Extension Educator serves as a regular, full time, 12-month academic professional with primary responsibility for the development, delivery, and evaluation of educational programs supporting the mission of the University of Illinois Extension. Extension Educators support one of the four core Extension program areas and within that program area may focus on one or more of the following interdisciplinary focus areas: Community, Environment, Economy, Food, and Health. Programmatic objectives of Extension Educators will be consistent with national and statewide initiatives considered of significant importance to residents of the state of Illinois.

The Extension Educator, Family and Consumer Science (Regional SNAP-Ed) is expected to concentrate programmatically in Supplemental Nutrition Assistance Education Programs (SNAP-Ed). This programmatic concentration involves providing educational leadership for SNAP Ed which focusing on delivering obesity prevention strategies within community settings for economically disadvantaged populations. Position requires supporting units in program planning for SNAP-Ed, providing guidance on program outcomes and deliverables, and providing training and technical assistance to unit teams to ensure successful implementation of the program. Position also requires working as part of a statewide team on developing program materials, developing program strategy, and guiding program implementation.

One full time position is available.

**Location:** The Educator will provide programming in the East Central region of Illinois and will be located in one of the County Offices served. This includes Champaign, Clark, Clay, Coles, Crawford, Cumberland, DeWitt, Douglas, Edgar, Effingham, Fayette, Ford, Iroquois, Jasper, Livingston, Macon, McLean, Moultrie, Piatt, Shelby, Vermilion, and Woodford Counties.

Additional positions may become available in other locations.

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 Development, Delivery and Evaluation

- Provide program leadership, interpret and integrate information, teach in the field of designated expertise, maintain the competencies to develop and deliver educational programming, and assist with the appropriate resource bases.
- Guide program expansion and program quality processes by providing training and support to employees who teach and work within the program area.
- Facilitate the onboarding and mentoring of both new and existing SNAP-Ed staff to ensure successful program development, delivery, and evaluation.
- Assess the needs of the region in a systematic and analytical manner. This will include networking and collaborating with county level staff, community organizations and other relevant groups.
- Within the designated area(s) of specialization, develop innovative curricula and programs to address programmatic needs as well as to mesh with the broader state and national interdisciplinary initiatives.

### APPLICATION DUE

February 14, 2020

### 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/127613>

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.

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- Evaluate the impact of program initiatives in a planned and statistically relevant fashion. Evaluation plans should focus not only on short-term impacts but also on long-term changes in clientele practices.
- Develop effective and contemporary approaches to communicate with all involved in the program. This may include constantly evolving electronic technologies and communication platforms.
- Comply with all reporting deadlines and requirements (e.g. plans of work, activity and impact reporting, etc.)

### **Organizational Leadership and Development**

- Market and represent Extension's interests to external partners and stakeholders in areas related to expertise.
- Guide the strategic use of available funds to increase program quality and impact.
- Develop professional collaborations with the County Director, other Educators and other Extension staff to facilitate effective implementation of the program.
- Assist with and support the total University of Illinois Extension program.
- Serve as an effective team member and volunteer for leadership roles as appropriate.
- Lead teams as appropriate for systematically carrying out the deliverables of the program.
- Perform other duties that contribute to the mission of University of Illinois Extension programming, as assigned.

### **Scholarship**

- Establish professional relationships and participate in campus-based partnerships that tie academic programs and research to complement Extension programming by partnering with Extension Specialists and/or faculty members on research projects as appropriate within the initiatives.
- Be an active member within a professional society(s) to keep abreast of changes within your discipline.
- Continually seek professional development opportunities to enhance competency in subject matter area.
- Use research and evaluation findings to create innovative programs and make changes to existing programs in order to improve quality.
- Share principles of evidence-based best practice with peers.

### **Other Information**

- Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work; assists Unit staff with data collection for Affirmative Action, Gender, and Targeted reports.
- Local, regional and statewide travel required; personal transportation 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).

*The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer.*

*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. Minorities, women, veterans, and individuals with disabilities are encouraged to apply. For more information, visit [go.illinois.edu/EEO](http://go.illinois.edu/EEO).*

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**Administrative and Programmatic Relationship:** The Extension Educator, Family and Consumer Science (SNAP-Ed) - East Central Region is administratively and programmatically responsible to the Assistant Dean, Family and Consumer Science.

### **QUALIFICATIONS:**

**Required:** Master's degree in nutrition, dietetics, public health, community health, adult education or field related to subject matter emphasis from an accredited institution of higher education. At least one degree in a nutrition or related field. Candidates with a Master's degree in progress may be considered for interviews, but degree must be completed by hire date.

- Teaching experience in informal or formal settings.
- Experience creating and providing educational or training programs to adult and/or youth audiences including limited-resource populations in diverse settings.
- Relevant experience with collaboratively engaging groups or communities to assess target population needs and subsequently create and implement strategic plans to meet set objectives at a local, regional, or statewide level.

**Preferred:** Experience working in diverse settings and communities. Experience with community nutrition education such as SNAP-Ed or EFNEP. Experience with Cooperative Extension.

**Knowledge, Skills, and Abilities:** Strong oral and written communication skills. Evidence of strong interpersonal skills and ability to work within a team environment. Demonstrated ability to build and maintain diverse networks within a community setting. Knowledge of obesity prevention strategies for community settings.

### **APPLICATION PROCEDURE:**

To apply, go to <http://go.illinois.edu/127613>. 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 14, 2020**.

For further information about the position please contact Search Chair, Trinity Allison, at [trinitya@illinois.edu](mailto:trinitya@illinois.edu). For Technical assistance with the online application process, please email [jobs@illinois.edu](mailto:jobs@illinois.edu).