

## **NFE Long Recruitment Advertisement**

### **Community Vitality Extension Field Specialist I SDSU Extension South Dakota State University**

South Dakota State University (SDSU) Extension is offering an exciting career opportunity as a Community Vitality Extension Field Specialist I. We are looking for a creative and innovative professional to join us in Aberdeen, SD at the Aberdeen Regional Extension Center. This is a 12-month, 100%-time, benefit-eligible position. This position is supervised by the SDSU Extension Community Vitality Program Leader with collaborative engagement by the Director of the School of Health and Consumer Sciences.

South Dakota State University promotes access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant mission of access.

Must be authorized to work in the U.S. Sponsorship is not available for this position.

#### **RESPONSIBILITIES:**

This position requires strong knowledge and experience in developing the learning of community leaders; ability to conduct impact programming based on local asset assessments; commitment to the development of emerging technology materials for program development and delivery; ability to collaborate on emerging issues; and ability to develop positive working relationships with pertinent stakeholders. A key focus of this position will be offering intentional programming educating South Dakotans in a wide variety of areas. This position also has a responsibility to secure program funding, conduct evaluation, and successfully engage with the public by bridging research to practice. Extension Field Specialists report to SDSU Extension Program Directors. They work collaboratively with Extension State Specialists and other extension staff.

Specific aspects of duties include:

- Develop and interact with learning communities.
- Exercise facilitation skills in working with community groups.
- Apply community coaching practices in building community relationships.
- Commit 20% of work time and effort to creating and delivering technological outreach by writing articles and creating webinars for [extension.sdstate.edu](http://extension.sdstate.edu).
- Commitment to statewide program marketing and delivery strategies and creating connections among local and state stakeholders.
- Develop and implement presentations, workshops, and training with an emphasis on diversity, equity, and inclusion.
- Develop and implement formative and summative evaluation tools for measuring and reporting consistent program impact.
- Utilize and implement program business plans to manage large projects.

- Monitor multiple project budgets and expenditures and provide recommendations for utilization of funding.
- Develop grants and cost recovery mechanisms to assist with program sustainability.
- Establish strong collaborative partnerships.

#### **MINIMUM QUALIFICATIONS:**

- Master's Degree in Community Development, Sociology, Education or a closely related field completed by first day of employment;
- Documented experience in community development practice;
- Demonstrated ability to plan, implement, and evaluate educational and community development programs;
- Demonstrated collaboration in developing funding proposals to support new and/or enhanced programing;
- Demonstrated use of technology in managing and/or delivering educational programs.
- Ability to communicate effectively with a variety of audiences;
- Excellent oral and written communication skills;
- Demonstrated organizational and time management skills;
- Strong interpersonal skills;
- Ability to work as a contributing team member;
- Valid driver's license, or ability to obtain one within 30 days of hire, and willingness to travel.

#### **PREFERRED QUALIFICATIONS:**

- Demonstrated leadership in developing and leading learning communities;
- Demonstrated leadership and teamwork with stakeholders;
- Demonstrated experience working with entrepreneurs;
- Demonstrated experience in leading programs that effectively involve people from different cultural, racial, and/or ethnic backgrounds;
- Experience working with and delivering training in teams;
- Experience in group facilitation;
- Demonstrated experience in publishing Extension materials and peer reviewed journals;
- Conduct impact programming based on asset assessments.

#### **SALARY:**

Commensurate with qualifications

#### **BENEFITS:**

South Dakota State University offers a wide range of benefits including medical, dental, and flexible benefits, retirement plans, compensation packages, paid holidays, and vacation leave. Employees also have access to internal and state-sponsored training as well as reduced tuition for state-supported courses at all State of South Dakota academic institutions.

**UNIVERSITY:**

South Dakota State University is the state's largest, most comprehensive university with more than 200 academic programs, an enrollment of approximately 12,000 students, and over \$60 million annual research expenditures.

South Dakota State University offers a rich academic experience in an environment of inclusion and access through inspired, student-centered education, creative activities and research, innovation and engagement that improve the quality of life in South Dakota, the region, the nation and the world. Its employees embrace the university's core values of being people-centered, expanding knowledge through creativity, embracing organizational and personal integrity, commitment to diversity of thought, and excellence through continuous improvement.

As the state's 1862 Morrill Act land-grant institution, the work of South Dakota State University is carried out on its main resident campus in Brookings, at sites in Sioux Falls, Pierre, Rapid City, and Aberdeen, and through Extension offices and Agricultural Experiment Station research sites across South Dakota.

**SDSU EXTENSION:**

SDSU Extension is one mode of outreach utilized by South Dakota State University. It brings educational programs and research-based information to the citizens of South Dakota. It works with academic departments and the Agricultural Experiment Station to provide unbiased, science-based knowledge focused on issues and needs. Extension has four capstone program areas: Agriculture and Natural Resources; 4-H Youth Development; Community Vitality; and Food and Families which are part of the College of Agriculture, Food and Environmental Sciences and the College of Education and Human Sciences.

**APPLICATION DEADLINE:**

Position is open until filled with full consideration given to applications received by October 24, 2022.

**APPLICATION PROCESS:**

South Dakota State University accepts applications through an online employment site. To apply, visit: <https://yourfuture.sdbor.edu>, search by the position title, view the job announcement, and click on "apply for this job." This system will guide you through the electronic application form. This employment site will also require the attachment of a cover letter, which should specifically address how the candidate meets the qualifications as outlined in the advertisement, resume, and a reference page with the contact information for three professional references. Email applications will not be accepted. Please contact South Dakota State University Human Resources at 605-688-4128 if you require assistance with this process.

Any offer of employment is conditioned upon the university's verification of credentials and other information required by law and/or university policies, including but not limited to, successful completion of a criminal background check.

South Dakota State University is a tobacco free environment. It is university policy to maintain a drug-free environment and to thereby establish, promote, and maintain a safe and healthy working and learning environment for employees and students. This position is subject to South Dakota State University's Drug and Alcohol Testing Policy 4:14.

For questions on the position, contact Kari O'Neill at 605-685-6972 or [kari.oneill@sdstate.edu](mailto:kari.oneill@sdstate.edu).

South Dakota State University promotes access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant access mission. SDSU is an affirmative action, equal opportunity employer. All qualified applicants will receive consideration without regard to, and SDSU prohibits discrimination on, the basis of, sex, race, color, creed, national origin, ancestry, citizenship, gender, gender identity, sexual orientation, marital status, pregnancy, religion, age, disability, genetic information, veteran's status, or any other status that may become protected in the offering of all educational programs and employment. Arrangements for accommodations required by disabilities can be made by emailing [HR@sdstate.edu](mailto:HR@sdstate.edu). Individuals with concerns regarding discrimination should contact: Equal Opportunity Officer/Title IX Coordinator, Human Resources, Morrill Hall 100, SDSU, Brookings, SD 57007. Phone: (605) 688-4128.

## NFE Short Recruitment Advertisement

### Advertisement:

Community Vitality Extension Field Specialist I, South Dakota State University Extension, Aberdeen, SD. South Dakota State University is the state's largest, most comprehensive university with more than 200 programs and an enrollment of approximately 12,000 students. This position will be responsible for developing the learning of community leaders; conducting impact programming based on local asset assessments; commitment to the development of emerging technology materials for program development and delivery; ability to collaborate on emerging issues; and ability to develop positive working relationships with pertinent stakeholders. For a complete listing of the minimum and preferred qualifications, the application deadline, contact information for questions on position, and to apply, visit <https://YourFuture.sdbor.edu>, search for the position, and follow the electronic application process. For questions on the electronic employment process, contact Human Resources at 605-688-4128. The department actively provides access to and opportunities for all to receive the benefit of and participate in education, research, and service and is especially interested in candidates that can contribute to this land-grant access mission. South Dakota State University is an AA/EO employer – vets, disability.

## **NFE Per Word Short Recruitment Advertisement**

Community Vitality Extension Field Specialist I, South Dakota State University Extension, Aberdeen, SD. South Dakota State University is the state's largest, most comprehensive university with more than 200 programs and an enrollment of approximately 12,000 students. This position will be responsible for working with communities across South Dakota to build local leadership capacity. For a full listing of the responsibilities, qualifications, and to apply, visit <https://YourFuture.sdbor.edu>, search for the position, and follow the electronic application process. Full Consideration Deadline: October 24, 2022. For questions on the electronic employment process, contact Human Resources at 605-688-4128. South Dakota State University is an AA/EO employer – vets, disability.