

## **Long Announcement**

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

**SDSU Extension is offering an exciting career opportunity as a Community Vitality Extension Field Specialist I. We are looking for an individual to join us in growing and building our regional extension center located in Sioux Falls, SD. This is a 12 month, full-time, non-faculty exempt position.**

#### **PURPOSE OF POSITION:**

The Community Vitality Extension Field Specialist I provides leadership in building mutual learning relationships with community citizens and leaders. The Community Vitality Extension Field Specialist I will provide a blend of educational outreach, technical assistance, and community coaching in order to connect communities with current community development research, various skill building opportunities, curricula, identifying their own community assets, and applicable community-based outreach practices. This position will assess the learning interests of the community and then guide the community to a course of action that meets their identified interests. The Community Vitality Extension Field Specialist I supports the SDSU Extension mission, strategic vision and planning assumptions; complies with applicable federal and state laws and regulations, and all University policies, including Affirmative Action; and commits to the inclusion of diverse South Dakotans.

#### **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. 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 academic Department Heads who are located on the SDSU campus and SDSU Extension Program Directors. They work collaboratively with Extension State Specialists and other faculty members in their respective department.

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 iGrow.org.
- Commitment to statewide program marketing and delivery strategies and create enthusiastic implementation among local and state stakeholders.
- Develop and implement presentations, workshops, and training to diverse audiences.

- 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.

**POSITION RANK**

This position will be filled at the Field Specialist I level commensurate with qualifications.

**MINIMUM QUALIFICATIONS:**

- Master’s Degree in Community Development, Sociology, or other closely related field by start date.
- 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.
- Valid South Dakota 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 in working with entrepreneurs and supporting businesses.
- Demonstrated experience in leading programs that effectively involve people from different cultural, racial, and/or ethnic backgrounds.
- Demonstrated experience in publishing Extension materials and peer-reviewed journals.
- Conducted impact programming based on asset assessments.

**SALARY:**

Commensurate with qualifications.

**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. The mission of SDSU Extension is “Growing 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 five capstone program areas, Competitive Crops Systems, Competitive Livestock Systems, Youth and Community Leadership, Food and Families, and Urban/Rural Initiatives which are part of the College of Agriculture and Biological Sciences and College of Education and Human Sciences.

**DEPARTMENT:**

The Department of Consumer Sciences is one of four departments in the College of Education & Human Sciences: Consumer Sciences; Counseling & Human Development; Health & Nutritional Sciences; and Teaching, Learning & Leadership. Bachelor of Science (BS) and Master of Science (MS) degrees are offered within the Department of Consumer Sciences as well as several undergraduate minors. Alongside academic programs, there are two SDSU Extension programs in the department with specialists focused on the areas of leadership and community development and family and personal finance. While the department is home to a diverse collection of disciplines (Apparel Merchandising, Aviation, Consumer Affairs, Hospitality Management, and Interior Design), all of our programs are professionally based. All academic and extension programs have integrated elements of leadership, management, customer service, design, and technology. In essence, we are developing business professionals and community leaders. Consumer Sciences faculty are committed to SDSU’s tripartite mission of teaching, scholarship, and outreach, where the focus is on integrating students into the learning environment under close supervision of qualified faculty. As well as teaching and mentoring students, faculty members are researchers and scholars who produce new knowledge and serve related professional organizations in leadership capacities.

**UNIVERSITY/COMMUNITY:**

SDSU is a land grant institution and the state's largest institution of higher education with an enrollment of approximately 13,000 students. SDSU is located in Brookings, South Dakota, a community of approximately 23,773 near the east central border of South Dakota on Interstate 29. This position will be located in Sioux Falls, SD.

**APPLICATION DEADLINE:** Position is open until filled with full consideration given to application materials received by January 19, 2018.

**APPLICATION PROCESS:**

SDSU accepts applications through an on-line employment site. To apply, visit: <https://yourfuture.sdbor.edu>, search by the position title, view the job announcement, and click on “apply for this posting.” The system will guide you through the electronic application form. The 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 reference page with the contact information for three professional references. Please contact SDSU Human Resources at (605) 688-4128 if you require assistance with this process. Paper applications will not be accepted.

SDSU actively seeks to increase social and intellectual diversity among its faculty and staff. Women, minorities, veterans, and persons with disabilities are encouraged to apply.

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

For questions on the position, contact Peggy Schlechter at [Peggy.Schlechter@sdstate.edu](mailto:Peggy.Schlechter@sdstate.edu) or (605) 394-1722.

South Dakota State University is committed to affirmative action, equal opportunity and the diversity of its faculty, staff and students. Women, veterans, persons with disabilities, and minorities are encouraged to apply. Arrangements for accommodations required by disabilities can be made by emailing [hr@sdstate.edu](mailto:hr@sdstate.edu). SDSU prohibits discrimination on the basis of race, color, creed, religion, national origin, citizenship, ancestry, gender, marital status, pregnancy, sexual orientation, age, disability, veteran's status or any other protected class in the offering of all educational programs and employment opportunities. Individuals with concerns regarding discrimination should contact: Equal Opportunity Officer/Title IX Coordinator, Human Resources, Morrill 100, SDSU, and Brookings, SD 57007. Phone: (605) 688-4128.

## **Short Announcement**

### **Community Vitality Extension Field Specialist I, Extension Service, South Dakota State University.**

SDSU Extension is offering an exciting career opportunity as a Community Vitality Extension Field Specialist I. We are looking for an individual to join us in growing and building our regional extension center located in Sioux Falls, SD, by successfully engaging the public and bridging research to practice. Minimum requirements: Master's Degree in Community Development, Sociology, or other closely related field by start date; 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; and valid South Dakota driver's license, or ability to obtain one within 30 days of hire, and willingness to travel. Salary commensurate with qualifications. Full consideration given to applications received by January 19, 2018. For more information on the position, contact Peggy Schlechter at (605) 394-1722 or [peggy.schlechter@sdstate.edu](mailto:peggy.schlechter@sdstate.edu) 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 SDSU Human Resources at (605) 688-4128. SDSU is an AA/EEO employer. Women, minorities, veterans, and persons with disabilities are encouraged to apply.