



SOUTHERN MINNESOTA POSITION AVAILABLE: **Leadership and Civic Engagement Educator**

Location: Mankato, Marshall, Rochester or Worthington

ABOUT THIS POSITION

Extension educators make a difference in Minnesota communities through education, outreach, and applied scholarship. They leverage University of Minnesota resources for and with communities. Leadership and civic engagement (LCE) educators' use applied research and research-informed program strategies to help communities build their leadership capacity and engage others to make informed decisions and effectively address public issues.

As a scholar-practitioner, the educator is responsible for equitable and inclusive program development, delivery and evaluation; use of scholarly/scientific research; contracting and establishing effective partnerships; utilizing technology and continuing their professional development. The educator develops partnerships and works with organizations to sponsor local programming. Program sponsors support programs by: providing financial support, informing program design, participating in program activities and implementing community initiatives that result. For information about any of the Extension programs and initiatives mentioned above, go to www.extension.umn.edu/community/

The educator reports to the Program Leader for Leadership and Civic Engagement (LCE) and will collaborate with other educator colleagues and Extension's Central Regional Directors.

BENEFITS OF WORKING FOR THE UNIVERSITY OF MINNESOTA EXTENSION

- Competitive salary
- Full health and other benefits
- University of Minnesota tuition benefits
- Training and development opportunities

PLEASE CONSIDER THIS POSITION IF YOU HAVE...

- Master's Degree at the time of appointment.
- At least two years of formal or informal teaching experience.
- Experience in establishing and maintaining effective working relationships with colleagues, partners and stakeholders.
- The ability to apply research to educational program design, delivery and evaluation.
- Experience conducting outreach and forming coalitions including experience with communities.
- Experience in group facilitation or individual coaching with adult learners.
- The ability to use technology and social media for communication, information gathering, program delivery and reporting.
- The ability to implement and meet administrative responsibilities necessary for effective project management.
- The ability to maintain a flexible work schedule, including some evenings and weekends.

WHO ARE WE?

Extension is a leader in community engagement at the University of Minnesota. We make a difference by connecting community needs and University resources to address critical issues in Minnesota. The Leadership and Civic Engagement Team provides educational opportunities to strengthen leadership capacity in communities. Find further information about the Extension Center for Community Vitality at <https://extension.umn.edu/community>.

OVERALL RESPONSIBILITIES

Deliver educational programming: 40%

Enhance Scholarship: 10%

Conduct Outreach: 40%

Administer Programs and Staff Development (10%):

A Full Job Description is available at: <https://extension.umn.edu/about-extension/careers>

HOW CAN I APPLY?

Applications must be submitted online. Please apply at:
<https://extension.umn.edu/about-extension/careers>

Job Opening ID: 333072

To be considered for this position, please click on the **Apply** button and follow the instructions. You will be given the opportunity to complete an online application for the position.

Please include the following attachments with your online application. **In your resume, please share a summary of all relevant experiences -- formal and informal.**

- Cover letter;
- Resume or vitae;

Three professional references and transcripts for all college work (unofficial transcripts are acceptable) may be required during the interview process

Additional documents may be attached after the application by accessing your "My Job Applications" page and uploading documents there.

For questions about applying online, contact:

Tiffany McMillan,
Extension Human Resources
Email: tiffmcm@umn.edu

For questions about this position, contact:

Holli Arp, Program Leader
arpxx001@umn.edu or call 507-360-1004

Application Review: October 21, 2019; open until filled.

Any offer of employment is contingent upon the successful completion of a background check. Our presumption is that prospective employees are eligible to work here. Criminal convictions do not automatically disqualify finalists from employment.