

# OHIO STATE UNIVERSITY EXTENSION

## Cuyahoga County Extension Educator Community Development

**LOCATION:** Headquarters in Cleveland, OH  
Western Reserve EERA

**REQUISITION NUMBER:** 406208

**POSTED:** February 28, 2015

**DEADLINE:** March 29, 2015

**COUNTY INFORMATION:** <http://cuyahoga.osu.edu/>



**JOB DESCRIPTION AND RESPONSIBILITIES:** The Extension Educator, Community Development will work collaboratively with a team of Extension professionals and volunteers to provide leadership for the development of educational programs and applied research in cooperation with community and economic development partners within the Extension Education and Research Areas (EERA) and beyond within four areas of emphasis: Economic Development, Leadership Development, Organizational Development, and Community Planning. The Educator will lead a well-balanced program of teaching, creative/scholarly work, and service in partnership with community and economic development leaders, elected officials, business leaders, nonprofit organizations, extension educators, and others interested in community development programs. Representing a broad spectrum of community development programs in the areas of economic development, community planning, leadership development, and organizational development, the Educator will:

### EDUCATION/ASSESSMENT/OUTREACH

- Plan, teach and evaluate educational programs that support the development of a sustainable local/regional food system with a focus on building/enhancing systems and creating new economic development opportunities within the food system.
- Develop plans of work based on ongoing assessments of the local/regional food system development and improvement needs; Align plans of work to related local and regional partnerships and initiatives, as applicable.
- Plan, organize, produce and distribute educational materials and programming for: elected and appointed public officials; local business community; current and emerging influential community leaders; community groups and organizations, and other stakeholders.
- Develop and work closely with local community development advisory committee(s) and similar community forums to assess needs and assist in the development and evaluation of Extension programs.
- Effectively utilize various teaching methods to assist the community in implementing a balanced development approach.
- Ensure a diversity among potential clientele and learners and equal access to programs and facilities without regard to age, race, creed, color, handicap, sex, sexual orientation, developmental disability, national origin, marital status, arrest or non-program related conviction record.

## **RESEARCH AND GRANT WRITING**

- Conduct community data analysis to increase the local knowledge base necessary for informed individual and community decision-making.
- Identify and participate in research projects related to local/regional food systems and other community development programming.
- Identify and secure additional external funding that supports/enhances educational programming and/or supports the replication of best practices on a regional or statewide basis.
- Plan and implement appropriate impact evaluations and reports to improve and document program effectiveness; Provide relevant program outcome information to public officials, legislators, other stakeholders and the general public.

## **EERA/REGION/STATE CONTRIBUTIONS**

- Provide a minimum of 25% specialization in the area of Community Planning with a focus on local/regional food systems to the Western Reserve EERA, region, and state Extension professionals. Approximately 10% of professional time is to be dedicated to statewide efforts.
- Represent Extension on local, regional, state and national forums/venues and provide educational leadership with program-related agencies and educational institutions.
- Be an effective team player. Work collaboratively with Extension educators in all program areas (4-H Youth Development, Agriculture & Natural Resources, and Family and Consumer Sciences), where interdisciplinary efforts are needed to meet broad issues or carry out major programming efforts.
- 10% of Educator's time will be dedicated to statewide issues.

## **PARTNERSHIPS AND COALITIONS**

- Provide Extension leadership to the county's Food Policy Coalition and related initiatives; Utilize research-based information to inform the development/adoption of food system policies.
- Establish and foster collaborative opportunities with local, regional, state and national community development organizations and other entities that can inform/enhance programming and outcomes.
- Build and enhance community coalitions and partnerships while collaborating with a diverse network of community-based agencies, groups and individuals.
- Establish membership and participate in professional organizations; participate in educational activities to stay current in community development strategies and trends.

**QUALIFICATIONS:** An earned Master's degree at the time of hire in the field of public administration, business administration, community planning, community development, applied economics or a related field is required. 3-5 years professional experience working on local/regional food systems in a leadership capacity and within a metropolitan area; 3-5 years professional experience effectively developing and teaching research-based educational programs to audiences with diverse learning styles (Teaching experience in an urban environment preferred.); experience building and maintaining community-based coalitions in a leadership capacity; grant experience including: writing proposals, obtaining grants, administering, and reporting to funders; possess an in-depth understanding of sustainable food systems, including policies and practices. Internal and external applicants for positions are also required to accurately self-disclose all criminal convictions when they apply. Background checks will be conducted on internal and external final candidates. Final candidate offer is contingent upon the university's verification of credentials and other information required by law and/or university policies or practices based upon the criminal background check.

**SALARY:** \$34,668 - \$55,116. Commensurate with experience/credentials. Must provide own transportation with mileage allowance at the Department of Extension rate.

**ANTICIPATED INTERVIEW DATES:** Selected candidates will be invited to interview at Ohio State University's main campus on April 15, 2015 and in the county at a later date.

**OTHER BENEFITS OFFERED:** Group life, medical-surgical, major medical, hospitalization, vision, dental and disability insurance, retirement plans, Workers' Compensation, annual vacation, OSU fee allowance and sick leave.

**THE OHIO STATE UNIVERSITY IS AN EQUAL OPPORTUNITY EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION OR IDENTITY, NATIONAL ORIGIN, DISABILITY STATUS, OR PROTECTED VETERAN STATUS.**

**EQUAL OPPORTUNITY/AFFIRMATIVE ACTION OFFICERS:** Brian McClain, and Barbara Ludwig, Ph.D., Interim Co-Leaders, Human Resources, OSU Extension, 2120 Fyffe Road, Room 3, Columbus, OH 43210-1084

**REGIONAL DIRECTOR, NORTHEAST REGION:** Dr. Jackie Kirby Wilkins, Ohio State University Extension, Northeast Regional Office, OARDC, Admin. Bldg., 1680 Madison Ave., Wooster, OH 44691.

**TO APPLY:** Complete application instructions at <http://extensionhr.osu.edu/career/apply.htm> To receive full consideration for this position, qualified applicants must submit the following materials: **1)** Completed OSU online application at <http://jobs.osu.edu/> **2)** Cover letter **3)** Resume/Vita and list of experiences and abilities **4)** List of at least five professional references; include email addresses, names, addresses, phone numbers **5)** Official graduate and undergraduate transcripts showing the dates conferred (copies are acceptable); email as a pdf or have ordered transcripts sent to: Ohio State University Extension / Human Resources / Attention: Toni M. Bahnsen / 2120 Fyffe Road, Room 10 / Columbus, OH 43210. **Application materials must be submitted on or before the deadline date listed.**

*The Ohio State University, The United States Department of Agriculture, and County Commissioners Cooperating*