



Regional Extension Project Manager for Hardwood Biofuels in the Pacific Northwest

Position #114431

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APPLICATION PROCESS:

The screening date for this position is April 1, 2012. Apply by visiting www.wsujobs.com. Be prepared to submit a letter describing how your experience and training meet the qualifications for this position (cover letter); a curriculum vitae or resume (CV); copies of official transcripts (other document); and the names and contact information for three professional references (reference contact info).

For further information about the position contact:
Kevin Zobrist,
Biofuels Grant PI
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POSITION DESCRIPTION:

Official Title: Area Extension Educator.

Working Title: Washington State University (WSU) Regional Extension Project Manager for Hardwood Biofuels in the Pacific Northwest. This is a twelve-month, non-tenure track faculty position with a two-year renewable appointment.

JOB DUTIES AND RESPONSIBILITIES:

The Hardwood biofuels Extension Project Manager will lead a new four-person team to develop curriculum and outreach materials for use by Extension personnel region-wide (WA, OR, ID, MT, N. CA) in working with private landowners to grow hybrid poplar for biofuel production. The Project Manager will be expected to have strong organizational, management, outreach, and communication skills.

General Responsibilities:

1. Lead the design and implementation of education and outreach programs for farmers, forest owners, policymakers, and the general public related to growing hybrid poplar as woody feedstock for sustainable biofuel production.
2. Manage a team of faculty and staff.
3. Manage the project budget and ensure that project milestones are met.
4. Coordinate the development of educational materials with emerging research being conducted on growing/harvesting methods, conversion processes, sustainable production, economic feasibility, and social acceptance.
5. Design and conduct research on the barriers, needs, and opportunities around the adoption of hybrid poplar biofuel crop systems by landowners throughout the region.
6. Oversee the implementation of regional meetings and conferences to inform Extension personnel about hybrid poplar biofuel research developments and "train the trainer" for delivering education and outreach materials to constituents.
7. Coordinate the project with local state, regional, and national partners, including other sustainable biofuel projects around the country such as the WSU-led softwood biofuel project.

8. Develop and oversee the implementation of a comprehensive communication strategy including newsletters, bulletins, peer-reviewed publications, webinars, online resources, and presentations relevant to growing hybrid poplar for biofuel production.

Line of Responsibility:

The position is responsible to the Project PI and Ag/Natural Resources Program Director.

Supervisory Responsibilities:

The position supervises two full-time faculty, a project assistant, and various part-time and/or internship positions.

MINIMUM QUALIFICATIONS:

1. Earned Master's degree in related field.
2. Proficiency in computer technology, including word processing, spreadsheets, electronic slide presentations, and email.
3. Demonstrated experience managing large, complex projects, supervising personnel and managing budgets.

PREFERRED QUALIFICATIONS:

1. Demonstrated ability to communicate effectively verbally and in writing with diverse audiences.
2. Knowledge and understanding of successful agriculture and/or agroforestry models.
3. Understanding of agricultural marketing, value-added agriculture, and grower coop systems.
4. Ability to author and/or co-author academic papers and reports.
5. Ability to plan, organize, and deliver effective educational programs.
6. Ability to plan, organize, and deliver regional-scale meetings and conferences.
7. Experience with public speaking and group facilitation.
8. Experience engaging and conducting needs assessment with farmers, community-based, grassroots organizations, and other program stakeholders.
9. Demonstrated ability to design culturally competent educational programs in order to engage diverse constituents (dimensions of diversity include gender, culture, age, sexual orientation, race, education, and income).

JOB EXPECTATIONS:

1. Ability to travel year-round using own reliable transportation (mileage reimbursed) is required. While using a private vehicle for official business, the successful candidate must obtain current automobile liability insurance (meeting the requirements described in RCW 46.30.020, and RCW 46.09.090) and possess a valid driver's license.
2. Understand and carry out the principles and specific requirements of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Affirmative Action Plan, and all pertinent rules and regulations.
3. The successful candidate will be required to work flexible hours that include some evenings and weekends as needed. There is an expectation that the candidate will need to drive to various locations around the county and region. Some overnight travel is required throughout the year.
4. Extension faculty are hired into the organization, not into a specific geographic location. It is possible that future circumstances may require relocation.

RELATIONSHIPS:

1. Establish and maintain cooperative internal relationships with WSU faculty and specialists from multiple disciplines and locations, including agriculture and natural resource faculty and staff at county, department, and state levels throughout the PNW region.
2. Assist the Hardwood Biofuel Extension Team with building and maintaining a regional advisory committee that includes citizens, stakeholders, and Extension personnel.

3. Collaborate with the other hardwood biofuel teams (e.g. research teams) and other USDA-funded biofuel projects around the country.
4. Promote external communications and effective partnerships with elected officials, agricultural and forestry leaders, farm organizations, small farm producers, and government agencies at the county, state and federal levels.
5. Maintain effective working partnerships with community-based non-profits and other non-governmental organizations concerned with agriculture, the environment, and sustainable energy.

SALARY:

Salary is commensurate with the candidate's academic and professional qualifications.

LOCATION:

This position is located in Everett, WA. Everett is 30 miles north of Seattle along the shores of Puget Sound. This is an environmentally sensitive, rapidly urbanizing region, with a diverse and dynamic small farm sector. The area has a maritime climate, with mild winters and pleasant, dry summers. The area is also known for quality schools districts, including Everett, Mukilteo, Edmonds, and Northshore. Mass transit offers easy access to downtown Seattle. Puget Sound beaches, the Cascade Mountains, and ferry access to Whidbey Island and the San Juans are all within a close distance.

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Members of ethnic minorities, women, special disabled veterans, veterans of the Vietnam era, recently separated veterans, and other protected veterans, persons of disability and/or persons age 40 and over are encouraged to apply.

WSU employs only U.S. citizens and lawfully authorized non-U.S. citizens. All new employees must show employment eligibility verification as required by the U.S. Citizenship and Immigration Services.

Washington State University is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact Human Resource Services: 509-335-4521(v), Washington State TDD Relay Service: Voice Callers: 1-800-833-6384; TDD Callers: 1-800-833-6388, 509-335-1259(f), or hrs@wsu.edu.