

Career Opportunity

POSITION

Extension Assistant

LOCATION

The University of Tennessee, Knoxville, Tennessee, Department of Plant Sciences

EFFECTIVE DATE

November 15, 2014. Screening of applicants' credentials will begin October 25, 2014 and will continue until the position

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SALARY AND BENEFITS

Salary is commensurate with training and experience. This position is funded on an annual contract renewal expected through August 2015. Future employment is dependent upon performance and availability of additional funds. This is a temporary position with no benefits.

JOB DESCRIPTION

- Provide day-to-day support for sustainable ornamental plant production extension program. This statewide extension and applied research program includes coordinating nursery producer workshops and agent in-services, developing print and electronic publications, and development of smartphone-based tools. Central topics include plant water use, water quality and risk management through irrigation technology; Integrated and Systems-based Pest Management; and general sustainable plant production. More information about the program can be viewed at: http://plantsciences.utk.edu/fulcher.htm.
- Confer with the Extension Specialist on Extension objectives and overall Extension planning, preparing, conducting and evaluating programming.
- Working with the Extension Specialist, develop grant proposals to fund Extension programming and manage funded projects, including reporting and recordkeeping.
- Under the supervision of the principal investigator, develop and maintain Extension demonstration plots, collect data, photograph demonstrations, and summarize outcomes.
- Supervise undergraduate students.
- Assist with Extension publication preparation and report/proceedings preparation.
- Assist with distance learning module development and updates.
- Care for plants; limited weekend and occasional holiday rotation may be required.
- REQUIREMENTS
- . M.S. in Plant Sciences, Horticulture, Entomology, Plant Pathology, or Biosystems Engineering required. Candidates with a Ph.D. degree preferred.
- Must have the ability to apply sound judgment, work independently, communicate, and collaborate effectively with others.
- Must be well-organized, have the ability to plan ahead, and be able to manage and prioritize responsibilities for multiple projects.
- Must be able to effectively communicate in English, orally and in writing.
- Experience with datalogger and/or computer programming desirable but not required.
- Experience in marketing using social media desirable but not essential.
- Willingness to travel occasionally to give presentations to industry professionals and attend industry events.

UT Extension provides a gateway to the University of Tennessee as the outreach unit of the Institute of Agriculture. With an office in every Tennessee County, UT Extension delivers educational programs and research-based information to citizens throughout the state. In cooperation with Tennessee State University, UT Extension works with farmers, families, youth and communities, to improve lives by addressing problems and issues at the local, state and national levels.

NEW APPLICANTS

REQUIREMENTS

Please complete the online application. Either attach the following electronic documents to the application, or mail hard copies to the contact below:

- Master's degree in Plant Sciences, Horticulture, Entomology, Plant Pathology, or Biosystems Engineering required. Candidates with a Ph.D. degree preferred.
- A complete application package will include a letter of interest, resume or curriculum vitae, and official or unofficial transcripts showing degree(s) conferred.

Please apply online by clicking this link: Apply for Extension Educator Positions

Dr. Amy Fulcher

 252 Ellington Plant Science
 Phone:
 (865) 974-7152

 2431 Joe Johnson Drive
 Fax:
 (865) 974-1947

 Knoxville TN 379996
 TTY/TTD:
 (865) 974-7245

E-mail: afulcher@utk.edu

Web Site: http://utextension.tennessee.edu

TENNESSEE TRANSFER REQUESTS

REQUIREMENTS

Request for transfer/reassignment may be approved if applicant:

- has normally been employed with Extension in their current location a minimum of eighteen (18) months;
- has a performance rating of satisfactory or above for the previous eighteen (18) months;
- training appropriate for the assignment.

Click here to complete a transfer request electronically.

Please complete the Transfer/Reassignment form online by clicking the link above.

Dr. Tim L. Cross Dean and Professor UT Extension 121 Morgan Hall

Knoxville TN 37996-4530

Phone: (865)974-7245 Fax: (865)974-1068

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status. Eligibility and other terms and conditions of employment benefits at the University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations. In accordance with the requirements of Tible VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504.



of the Renabilitation Act of 1973, and the Americans with Disabilities Act of 1990. The University of Tennessee affirmatively states that it does not disarriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University, Inquiries and charges of violation of Title Vi(race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue. Knoxville, TN 37996-3560, telephone 865-974-2498 (V/TTY available), or 974-2446. Requests for accommodation of a disability, should be directed to the ADA Coordinator at the Office of Equity and Diversity.