POSITION INFORMATION

Title: Extension Area Specialist
Program Area: Farm Management
Clientele Served: Stewart, Montgomery, Robertson, Sumner, Benton, Houston, Humphreys, Dickson, Cheatham and Davidson Counties.
Headquarters: Clarksville, TN

Screening of applicants’ credentials will begin immediately and will continue until the position is filled.

Date Issued: 08/12/2021
Effective Date: 01/01/2022

SALARY
Commensurate with training and experience. This position is funded 100% by UT Extension.

BENEFITS
Group hospitalization and life insurance; State Retirement; Workers’ Compensation; study, sick and annual leave; numerous University of Tennessee and state benefits programs, including liberal time off for holidays, and longevity pay after three years of service; reimbursement for official travel.

RESPONSIBILITIES:
• Work with regional, county, and state Extension staff in planning, developing, coordinating, implementing, reporting, and evaluating area and county programs in farm and financial management, small rural agriculture related business analysis and management, economics of alternative agriculture, marketing, and stress management.
• Deliver programs through workshops, meetings, seminars, farm and office visits, one-to-one farm family, and small rural business counseling.
• Teach farm and rural small agricultural-related business planning, decision-making, marketing, and feasibility analysis.
• Utilize economic outlook meetings, mass media, and other appropriate teaching methods in the delivery of educational programs.
• Maintain a close working relationship with the Regional Agriculture & Community Economic Development Program Leader, state staff in the Agricultural and Resource Economics Department, other state specialists, and agents in order to support the total Extension educational program.
• Administratively responsible to the UT Extension Regional Director. The Department Head in Agricultural and Resource Economics and MANAGE Coordinator will provide program support and will have direct input to the Regional Director on job performance.
• Secure extramural funds through grants, fee-based programs, and gifts.
• Accurately report ANR program accomplishments and impacts into the UT Extension reporting system in a timely fashion.
• Provide leadership for a program of activities that meets the needs of all eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.
• Assume other duties as assigned.

NEW APPLICANTS

REQUESTS:
• Bachelor’s degree in Agriculture or a related field.
• Master’s degree in Agricultural Economics (Farm Management) or a closely related field.
• Preference will be given to applicants with experience in agricultural economics, farm management, or related field.
• Excellent written and verbal communication skills.
• A complete application package will include a 1) letter of interest, 2) a resume or curriculum vitae, 3) and official or unofficial transcripts showing degree(s) conferred.

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

UT Extension
212 D Morgan Hall
Knoxville TN 37996-4525
Phone: (865) 974-7245
Fax: (865) 974-0882
TTY/TTD: (865) 974-7245
E-mail: UTExtensionPersonnel@utk.edu
Web Site: http://utextension.tennessee.edu

All qualified applicants will receive equal consideration for employment and advancement, without regard to race, color, religion, sex, national origin, age, disability, or protected status as defined by applicable laws, regulations, or guidelines.

TENNESSEE AGENT TRANSFER REQUESTS

REQUESTS:
• 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; and
  • training appropriate for the assignment.
• Attach a complete application package which includes a 1) letter of interest, 2) a resume or curriculum vitae, 3) and official or unofficial transcripts showing degree(s) conferred.

Please complete an internal/transfer application online by clicking the link: Internal/transfer Application

UT Extension provides a gateway to the University of Tennessee as the outreach arm 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.