Extension Programming Associate - Youth Equine (MARE Center)

Posting Details

I. Position Information

Working Title: Extension Programming Associate - Youth Equine (MARE Center)
Faculty Rank: Lecturer
Role Title: Professional Faculty
Posting Number: AP0150115
Position Number: 117847

About Virginia Tech

Virginia Tech, founded in 1872 as a land-grant institution, is currently ranked as a Top 25 Public University by US News & World Report and a Top 25 Public Research University by the National Science Foundation. Through a combination of its three missions of learning, discovery, and engagement, Virginia Tech continually strives to accomplish the charge of its motto: Ut Prosim (That I May Serve). As the Commonwealth’s most comprehensive university and its leading research institution, Virginia Tech serves a diverse population of 30,000+ students and 8000+ faculty and staff from over 100 countries, and is engaged in research around the world. Invent the Future at Virginia Tech.

Position Summary

Virginia Cooperative Extension is seeking applications for the position of Extension Programming Associate – Youth Equine. The successful candidate will be non-tenure track, administrative/professional faculty. The ideal candidate will blend superior leadership, organizational, attention to detail, and logistical skills with experience in and a passion for working with youth equine extension programming. The position will work in coordination with the Youth Equine specialist to lead, organize, implement, manage, market, and evaluate youth (4-H) equine programs, competitions, events and curriculum on the state level and continuing through National events. Candidate will participate fully in the policies and programs of Virginia Cooperative Extension, Department of Animal and Poultry Sciences, and the MARE Center.

Salary is commensurate with qualifications, including education and experience. This is a full-time, restricted 12-month appointment. The position will be located in Middleburg, Virginia at the Virginia Tech Middleburg Agricultural Research and Extension Center (MARE Center) located in Northern Virginia.
**Required Qualifications**

A minimum of a Bachelor’s degree with at least one degree in agriculture-related field. A background and experience with equine and/or youth programming. The ideal candidate must demonstrate strong leadership ability required to motivate and manage volunteers and possess strong writing, speaking, and interpersonal skills. Organizational skills are required, along with the ability to work and collaborate as part of a “team” with faculty Extension Specialists, Extension Agents, volunteer leaders, and industry stakeholders. Computer applications and software aptitude, including web site management is required. Candidates must have the ability and willingness to travel along with the ability to work independently and excel in event planning and execution. Some night and weekend work is necessary dependent on events.

**Preferred Qualifications**

Master’s degree in an agriculture-related field; Extension programming experience and expertise preferred.

**Employment Conditions**

Must have a criminal background check, Must have a driver’s license check

**Describe Other:**

**Employment Comments**

Applicants must complete the online faculty application at www.jobs.vt.edu, Posting #AP0150115, and submit a cover letter, resume, and a list of three references as attachments to that application. For full consideration, candidates are encouraged to apply by the review date of 04/03/2015.

**Employee Category**

Administrative and Professional Faculty

**Appointment Type**

Restricted

**If restricted or temporary, enter end date**

April 2016

**FLSA Status:**

Exempt: Not eligible for overtime

**EEO Category**

30 Other Professionals

**EO Job Group**

Academic Administration Lev 1 (AA1)

**CIPC (faculty only)EO will assign**

999999 - Unclassified Graduate

**EEO State:**

Affirmative Action Goals

Minority

**Tenure Status (Faculty Only)**

Non-Tenure Track

**Academic Year or Calendar Year**

Calendar Year

**Percent Employment**

Full-time

**If part time, enter Percent Time**


**Anticipated Salary Range (Internal Use Only)**

Advertised Salary Range (Visible to Applicant)

Commensurate with Experience

**Expected Begin Date**

Animal and Poultry Sciences

Department
Supervisor Name:  
Location: Other - Virginia  
Location, if not Blacksburg: Virginia Tech Middleburg Agricultural Research and Extension Center (MARE), Middleburg, VA  
Work Schedule: Standard Faculty Work Schedule  
Contact Name: Celeste Crisman  
Contact Email/Phone(e.g. pid@vt.edu): ccrisman@vt.edu/540-231-9162  

HR Staffing Specialist(Classified Jobs Only)  
Incumbent Name  
Funding Codes (Enter Organization, Fund Number(6 digits) and Percent for all funding codes)  
Is this position funded in whole or in part by the American Recovery &Reinvestment Act (Stimulus Package)? Definition  

II. Search PlanJob Posting Date: 03/19/2015  
Review Begin Date: 04/03/2015  
Job Close Date(if applicable):  
Restricted to university employees only? No  

III. Recruiting and Advertising PlanRecruitment Area:(All jobs will be posted at jobs.vt.edu) Local, Regional  
Please identify all channels through which the vacancy will be announced: Listservs, Websites  
Please provide specific names and details about advertising options.  

Supplemental Job Ad (All postings are advertised at jobs.vt.edu. Paste job ad here for additional advertisements.)Definition  
Posting #AP0150115, Extension Programming Associate – Youth Equine. For further information and to apply for this position, please visit www.jobs.vt.edu, Posting #AP0150115.  
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Other InformationEmployer Pass Msg  
Thank you for your interest in this position. The screening and selection process is currently underway and will continue until a successful candidate
is chosen. Should review of your qualifications result in a decision to pursue your candidacy, you will be contacted.

Employer Fail Msg

Thank you for your interest in this position. Based on your responses to the questions on the employment application, you do not meet the minimum qualifications for this position. Please do not let this discourage you from applying for other positions that interest you.

Zip Code:

Application Types Accepted: Faculty Application

Comments:

Search Committee/Interview Panel

Search Committee/Interview Panel

Funding

Documents which can be associated with this posting

Required Documents

1. Resume/Curriculum Vita
2. Cover Letter
3. List of References

Optional Documents

None