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| <b>POSITION X2470</b> | Extension Specialist, Value-Added Agriculture Enterprises  |
| <b>LOCATION</b>       | University of Tennessee, Institute of Agriculture, Extension, Center for Profitable Agriculture at the Ridley 4-H Center in Columbia, Tennessee    |
| <b>EFFECTIVE DATE</b> | Screening of applicants' credentials will begin immediately and will continue until the position is filled. Target start date is February 1, 2025. |

### **SALARY AND BENEFITS**

Salary is commensurate with training and experience. Benefits include group hospitalization and life insurance; State Employees Retirement; Workers' Compensation; 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.

### **JOB DESCRIPTION**

The Extension Specialist – Value-Added Agriculture Enterprises provides leadership for planning, implementing and evaluating statewide educational programs in value-added agriculture enterprise analysis, planning, development, management and sustainability. The position is a full-time, non-tenure track, 100% Extension position.

### **RESPONSIBILITIES**

- Plan, develop, implement, and evaluate a statewide Extension educational program in value-added agriculture.
- Develop effective teaching tools and participate in educational programs as coordinator, planning team member, instructor and facilitator.
- Provide individual consultations and assistance to clients and provide training for Extension agents and specialists.
- Provide leadership for a program of activities that meets the needs of eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.
- Secure external funding for programs that promote and strengthen value-added agriculture and direct marketing activities through grants, contracts, sponsorships, gifts and/or fees.
- Perform other duties as assigned.

### **QUALIFICATIONS**

#### Required:

- Master's degree in Agricultural Business, Agricultural Economics, Economics, Finance, Marketing, Business Administration or closely related field. Applicants graduating prior to target start date are welcome to apply.
- Knowledge and skills that demonstrate promise in Extension program development, implementation, and evaluation.
- Effective verbal and written communication skills.

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 Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The University of Tennessee affirmatively states that it does not discriminate 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 McRose Avenue, Knoxville, TN 37996-3560, telephone 865-974-2498 (V/TTY available) or 974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Equity and Diversity.

- Proficiency with computer applications such as Microsoft Office (Word, Excel, PowerPoint, Outlook), Internet (Web, e-mail), etc.

Preferred:

- Knowledge of agricultural Extension programs and the land-grant mission.
- Knowledge of or experience in agriculture.

TO APPLY:

Please apply online by clicking this link: [External Applicants](#) [Internal Applicants](#)

Submit a complete application packet which includes a 1) letter of interest, 2) a resume or curriculum vitae, 3) and official or unofficial transcripts showing degree(s) conferred.

For additional information, please contact:

Megan Bruch Leffew, Search Chair

Email: [mleffew@utk.edu](mailto:mleffew@utk.edu)

Website: <https://cpa.tennessee.edu/>

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