



Extension Specialist Family and Consumer Science

WETRANSFORM LIVES

Everything we do is designed to improve the quality of life of the people in the state of Illinois, across the nation, and around the world. We discover, develop, translate, and disseminate knowledge to address societal concerns and train the next generation of experts and leaders in a way that empowers them to expand the boundaries of science to higher levels of understanding and influence.

Be a part of our story. Through learning partnerships that extend knowledge and change lives, University of Illinois Extension provides educational programs aimed at making life better, healthier, safer, and more profitable for individuals and their communities. Illinois Extension has operated continuously for more than 100 years connecting the citizens of Illinois to their land-grant university by providing educational programming around the state. University of Illinois Extension is based in the College of ACES and works with all colleges and units of the University of Illinois at Urbana-Champaign.

The Extension Specialist, Family and Consumer Science serves as a regular, full-time, 12-month academic professional. This is a senior level Extension position with primary responsibility for leading, developing, and implementing educational programs supporting the mission of University of Illinois Extension while working with Extension Educators and statewide Extension personnel to identify topics, design, and implement innovative nutrition education programs. The position is part of the leadership team for the \$21 million community nutrition education programs funded through the Supplemental Nutrition Assistance Program Education (SNAP-Ed) within the Family and Consumer Science division of University of Illinois Extension.

Five full-time positions are available.

Locations:

- Eastern Illinois
- Northeast Illinois
- Northwest Illinois
- Southern Illinois
- Western Illinois

(Positions will be housed within the area served and/or remote/hybrid work arrangements will be established)

Position Overview

Program Planning, Delivery and Evaluation

- Assess the needs of communities across Illinois in a systematic and analytical manner to ensure effective program implementation.
- Lead the implementation of the community nutrition programs in assigned regional area. This includes leading unit strategic planning, monitoring action plans, observing educational sessions, and providing feedback on programmatic improvements.
- Within the designated area(s) of specialization, develop innovative programs and training materials to meet SNAP Ed needs as well as to mesh with the broader state and national interdisciplinary initiatives.

Application Due

March 31, 2022

Proposed Start Date

As soon as possible after the closing date

Salary

Commensurate with experience and qualifications

To Apply

Go To: <http://go.illinois.edu/160783>

Log in to your account and upload a cover letter and resume, as well as the names and contact information of three professional references

More Information

The positions are full-time, benefits eligible, non-tenure academic professional positions appointed on a 12-month service basis. Generous vacation and sick leave. State Universities Retirement System. Group health, dental, vision and life insurance.

This is a security-sensitive position. Comprehensive background checks, including but not limited to a criminal conviction information check, and a review of the Registered Sex Offender list, will be conducted.

- Develop effective and contemporary approaches to communicate with staff, audience, and partners. This may include constantly evolving electronic technologies.
- Identify and communicate new practices in community-based programming and train statewide Extension staff.
- Evaluate the effectiveness and impact of educational programs. Improve program impact and share positive results across the Extension units in support of their reporting, program development and program marketing.

Organizational Leadership and Development

- Actively participate and offer recommendations in the SNAP-Ed grant development process.
- Facilitate the transfer of locally identified issues to the leadership team and cooperate in preparing grant plans and plans of work.
- Oversee key statewide community nutrition projects within the Family and Consumer Science Team.
- Evaluate both short- and long-term outcomes to determine effectiveness and continuation of programmatic efforts.
- Contribute to the overall vision of FCS by volunteering for leadership roles as appropriate.

Research and Scholarship

- Lead and cooperate in the conduct of applied research in nutrition education, interpret and integrate information
- Collect data that contributes to the research-based evidence of the community nutrition programs.
- Conduct literature reviews to stay abreast of the latest research in nutrition education for limited resource audiences.
- Establish professional relationships and participate in campus-based partnerships that tie academic programs and research to complement Extension programming by partnering with other Extension field staff and/or faculty members on research projects as appropriate within the initiatives.
- Be an active member within a professional society(s) to keep abreast of changes within your discipline. Continually seek professional development opportunities to enhance competency in subject matter area.

Other Information

- Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work; assists Unit staff with data collection for Affirmative Action, Gender, and Targeted reports.
- Perform other duties that contribute to University of Illinois Extension programming, as assigned.
- Local, regional and statewide travel required; personal transportation required.
- To perform the functions of this position, the employee will be required to perform work both within an office and outside in the communities that are served, and must have the capability to travel from one location to the other in a timely fashion. Employee is responsible for securing personal transportation. A valid driver's license is preferred. Some work will be required during evenings and/or weekends. When working, the employee may be exposed to a variety of environmental factors to include, but not limited to, hot or cold weather, exposure to noise and allergens, and uneven ground. In performing the functions of this position, the employee may be subjected to various mental and physical demands as well to include, but not limited to, independently traveling to and performing work at different locations, lifting and moving items that may occasionally weigh up to forty (40) pounds and frequently weigh up to twenty (20) pounds, and twisting, pushing and pulling movements. More detailed information regarding the functions of this position (including the physical, mental and environmental requirements of the position) may be obtained from Human Resources for the College of Agricultural, Consumer and Environmental Sciences (ACES) by contacting hr@aces.illinois.edu.

The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Convictions are not a bar to employment. The University of Illinois System requires candidates selected for hire to disclose any documented finding of sexual misconduct or sexual harassment and to authorize inquiries to current and former employers regarding findings of sexual misconduct or sexual harassment. For more information, visit [Policy on Consideration of Sexual Misconduct in Prior Employment](#). The University of Illinois must also comply with applicable federal export control laws and regulations and, as such, reserves the right to employ restricted party screening procedures for applicants.

As a qualifying federal contractor, the University of Illinois System uses [E-Verify](#) to verify [employment eligibility](#).

The University of Illinois is an Equal Opportunity, Affirmative Action employer that recruits and hires qualified candidates without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, disability or veteran status. For more information, visit <http://go.illinois.edu/EEO>.

University of Illinois faculty, staff and students are required to be fully vaccinated against COVID-19. If you are not able to receive the vaccine for medical or religious reasons, you may seek approval for an exemption in accordance with applicable University processes.

Administrative Relationship: The Extension Specialist, Family and Consumer Science is administratively responsible to the Senior Manager, Employee Instruction and Teaching

Qualifications

Required:

- Master's degree in family and consumer science, adult education, human nutrition, community health or public health from an accredited institution of higher education. Candidates with a master's degree in progress may be considered for interviews, but degree must be completed by hire date.
- At least 3 years of relevant experience with community-based programs.
- Experience planning and delivering educational programs.
- Understanding and experience working with diverse audiences, especially families with limited resources.

Preferred:

- At least one degree in nutrition.
- Synchronous and asynchronous distance education skills and teaching experience.
- Experience guiding and mentoring others
- Understanding of land-grant University Extension and demonstrated ability to work effectively with the Extension system.

Knowledge, Skills, and Abilities:

- Strong oral and written communication skills. Evidence of strong interpersonal skills and teamwork as well as the ability to work independently. Knowledge of best practices in developing community partnerships. Informal and formal teaching experience. Ability to work flexible hours and be self-directing.

Application Procedure:

To apply, go to <https://go.illinois.edu/160783>. Log in to your account and upload a cover letter and resume, as well as the names and contact information of three professional references. Resume dates must be in month/year format and employment history, at a minimum, should include all work dating back to the completion of your undergraduate degree. Positions that were less than full-time/100% must be noted as being part-time. Transcripts may be requested at a later date. Please specify in your cover letter which location you are applying for. To receive full consideration, all requested application materials must be submitted via the online system by the close date of **March 31, 2022**. Interviews may take place and offers may be made before the closing date, but all applications received by the closing date will receive full consideration for an open position.

For further information about the position please contact search chair Caitlin Kownacki at caitlink@illinois.edu. For technical assistance with the online application process, please email jobs@illinois.edu.

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