

SEARCH PROFILE:

DISTRICT EXTENSION DIRECTOR – SOUTHEAST



UNIVERSITY OF
GEORGIA

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POSITION OVERVIEW

The District Extension Director (DED) is a member of the Extension Leadership Team in the College of Agricultural & Environmental Sciences (CAES), at the University of Georgia, responsible for administering the Extension program in one of four districts across the state. The College is one of the largest colleges of agriculture in the nation and supports a \$73.2 billion agricultural industry, the largest sector of the economy in the state of Georgia. For over 100 years, UGA Cooperative Extension has provided free, reliable, research-based information to farmers, families and communities and has taught life skills and lessons to millions of young people.

Salary: Commensurate with qualifications and experience

Date Position Becomes Available:
March 1, 2024

Closing Date: All applications received January 31, 2024 are assured full consideration.



AREA OF RESPONSIBILITY

The Southeast District of Georgia is comprised of a mix of 39 mostly rural counties, including Georgia's Coastal Counties and destination cities such as Savannah and Jekyll Island. The District also includes the Vidalia Onion Research and Education Center, the Alma Blueberry Farm and the Coastal Georgia

Botanical Gardens. The Southeast District Extension Director is responsible for approximately 165 employees and oversees a budget of approximately \$8 million. The District Headquarters office is located on the campus of Georgia Southern University in Statesboro.

QUALIFICATIONS

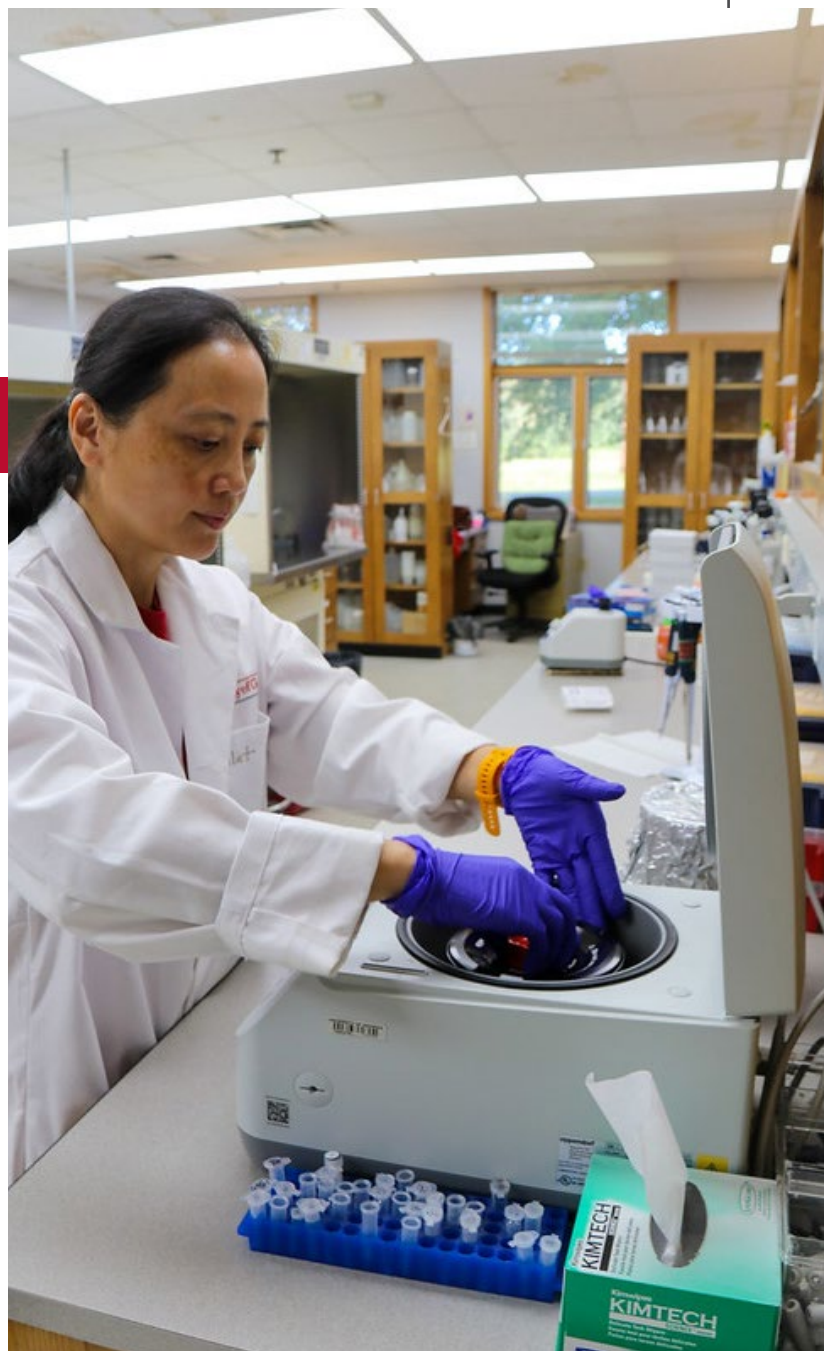
- Minimum of a Master's degree from an accredited university in a field related to Cooperative Extension, Management and/or Public Administration and have the rank or be able to qualify for the rank of Senior Public Service Associate (or equivalent rank) at the University of Georgia. Doctorate highly preferred. See the [University of Georgia Guidelines for Appointments and Promotions for Public Service and Outreach Academic Rank](#) for information regarding the Public Service Faculty ranks
- Internal candidates who will be promoted to Senior Public Service Associate on July 1, 2024 will be considered
- Ability to provide strong visionary and progressive administrative leadership
- Substantial knowledge and understanding of Extension organization, operation, philosophy, and objectives
- Demonstrated abilities in the areas of planning, organizing, budgeting, personnel management, motivating employees, and team building
- Ability to effectively relate to and communicate with staff, faculty and the public
- Knowledge and proficiency in the use of technology in support of program delivery, training and staff development
- Demonstrated knowledge and experience in at least one core area of Agriculture and Natural Resources, Family and Consumer Sciences or 4-H Youth
- High degree of competency in human relations skills
- County Extension experience, especially as a County Coordinator, is highly desirable but not mandatory

ADMINISTRATIVE RELATIONSHIPS

- Will lead the Southeast Extension District staff under the supervision of the Associate Dean for Extension and the Director of County Operations.
- This is a University of Georgia College of Agricultural and Environmental Sciences 12-month Public Service or Tenure-Track faculty position located in the Southeast District of Georgia. To see the district map and counties visit: <https://extension.uga.edu/about/districts--facilities--and-centers/southeast-district.html>

MAJOR RESPONSIBILITIES

- Position responsibilities include budget management, personnel administration, performance evaluations, employee relations, staff recruitment & development, liaison with organizations serving urban and rural environments, and serving as a liaison to local governments.
- The Director provides administrative leadership for the district team, which consists of County Extension Coordinators, county and district Extension staff and Program Development Coordinators in each of the following areas: Agriculture and Natural Resources, Family and Consumer Sciences and 4-H Youth.
- The position guides county Extension faculty in the Public Service promotion process and the implementation and management of multi-county programming.
- The successful candidate will oversee all phases of program planning, including needs assessment, program development, implementation, evaluation, and fund development.
- The successful candidate will be expected to oversee the delivery of high-quality extension programs in cooperation with appropriate extension and research leaders.
- The individual will also be expected to work effectively with, and represent faculty to, University of Georgia administrators, UGA Public Service Units, Fort Valley State University Extension, state and federal agency personnel, industry clientele and local governments.



- Assume other duties as directed by the Director of County Operations, Associate Dean for Extension, and Dean of CAES.



APPLICATION PROCEDURE

Applicant screening will begin immediately. Candidates are encouraged to submit their materials by **January 31, 2024** to ensure review; however, screening will continue until the position is filled. Applicants should submit formal applications including a current resume, cover letter expressing their interest and qualifications for the position, a one page statement summarizing their philosophy for the position, and a one page statement summarizing their leadership philosophy online at <https://www.ugajobsearch.com/postings/345667>. Include names and addresses of four references (who will not be contacted without further correspondence with the applicant).

Please direct questions about the position to Dr. Maria Thompson, the senior consultant at Academic Search assisting with this search. Confidential conversations can be requested by email: Maria.thompson@academicsearch.org.

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status. Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR (hrweb@uga.edu)

ABOUT ACADEMIC SEARCH

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