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NOW HIRING: 4-H Youth Development Program Associate

AUGUST 10TH 2020 BY DEE LOFLIN

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Stoddard County, MO - Looking for a great part-time job? 4-H Youth Development Associate position is now available in Stoddard County.

Twenty (20) hours per week.

Required qualifications are an Associates' Degree or an equivalent combination of education and experience and some experience from which comparable knowledge and skills can be acquired.

The 4-H Youth Program Associate will assist in the planning, management, and support of 4-H Youth Development programs under the guidance and supervision of the 4-H Youth Development Specialist.

Starting salary \$12.04 per hour. Training provided.

Must have transportation with mileage paid.

[To apply click HERE.](#)

Applications will be accepted until filled.

Job Description

The University of Missouri (MU) Office of Extension and Engagement's distinct land-grant mission is to improve lives, communities and economies by producing relevant, reliable and responsive educational strategies throughout Missouri. Our dedicated and knowledgeable faculty and staff collaborate with researchers and community leaders to develop and deliver programs that address the needs of Missourians including: educational attainment; environmental concerns; community, economic, business and workforce development; global food systems; and health systems. For more information about MU Extension and Engagement, please visit <https://extension2.missouri.edu/>.

The University of Missouri Extension 4-H Center for Youth Development provides leadership and expertise with developing communities of young people across Missouri who are learning citizenship, leadership, and life skills. 4-H is publicly supported by county, state, and federal partners, as well as private resources to enrich the learning experiences of both youth and adults. For more information about 4-H, visit <http://4h.missouri.edu/>.

This position will assist in the planning, management and support of 4-H Youth Development programs in assigned geographic area, under the guidance and supervision of the 4-H Youth Development Specialist.

ESSENTIAL DUTIES

Advocate for positive youth development in the community and MU Extension.

Promote and market expanding 4-H programs, including reaching new audiences with school partnerships and events open to the public.

Assist in the implementation of a total volunteer management system.

Assist in teaching youth development and selected subject matter.

Assist in the management of financial and in-kind resources.

Coordinate and/or conduct educational events, contests, camps, and programs utilizing a positive youth development approach.

Report accomplishments and impacts to appropriate sources including supervisor, funders and stakeholders.

Assist with record keeping and report preparation of 4-H Youth Development Programs.

Ensure that all the youth and adults in the county have an equal opportunity to participate in extension programs.

Participate in training and professional development opportunities for continued in knowledge, skills and abilities as it is related to the 4-H Youth Development program

Conduct all activities in accordance with the Civil Rights Acts, Title IX, Rehabilitation, Americans with Disabilities Act and local, state and region affirmative action plans.

As with all positions, involvement with other duties and responsibilities may be expected in order to support the mission and purpose of MU Extension.

LEADERSHIP RECEIVED AND EXERCISED

Administrative supervision is received from the assigned County Engagement Specialist in 4-H Youth Development. This position is not responsible for supervision.

CORE ATTRIBUTES FOR MU EXTENSION STAFF

Exhibit a high personal standard of excellence, be an effective team player, and demonstrate inclusivity, civility and respect for all.

Engage stakeholders and learners; maintain positive interpersonal relationships, and exhibit effective written and oral communication skills.

Operate with minimal guidance, and be a self-directed learner who is flexible and adaptable to changing environments.

Ensure all youth and adults in the county have an equal opportunity to participate in extension programs which offer a safe environment.

UNIVERSITY INFORMATION

The University of Missouri, also known as Mizzou and MU, is the Flagship University of the four-campus University of Missouri system. It is the state's land-grant university and one of the most comprehensive universities in the United States. MU's broad undergraduate programs and its' graduate, professional and research programs attract annual enrollment of more than 30,000 students. MU is centrally located in Columbia, MO, which is consistently ranked as one of America's most livable cities. MU Extension and Engagement programs are located on all four campuses and in 114 counties and St. Louis city.

MU is an affirmative action/equal opportunity employer.

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