



## Thurston County Director, County Extension Educator

Diversified Small Farms

Position #42215

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### APPLICATION PROCESS:

Screening of complete application packets will begin on September 6, 2011. Apply by visiting: [www.wsujobs.com](http://www.wsujobs.com). Be prepared to submit a letter describing how your experience and training pertain to all the qualifications for this position (cover letter); a curriculum vitae or resume (Curriculum Vitae); a copy of official graduate transcripts (other document); and the names and contact information for four people willing to provide a letter of recommendation (Reference Contact Info).

For further information about the position contact:  
Lisa Clyde  
509-335-2822  
[eeoord@wsu.edu](mailto:eeoord@wsu.edu).

For more information on the WSU Tenure and Promotion process, go to:  
<http://ext.wsu.edu/admin/PDF/cfaculty.pdf>

### POSITION DESCRIPTION:

Official title: County Extension Director, Extension Educator, rank E-4, E-3, or E-2 (equivalent to professor, associate professor, or assistant professor, respectively) full-time, 12-month, non-tenure track faculty position.

### JOB DUTIES AND RESPONSIBILITIES:

The position will function as an integral part of the Thurston County WSU Extension team and the Small Farms Team, to develop and implement small farms education and research programs. The Extension Educator will be expected to have strong outreach and communication skills, research skills, and grant-writing experience.

This position is responsible for leading WSU Extension programs and serving as administrator for local WSU operations in Thurston County. In addition to the County Director, the WSU Extension personnel for Thurston County provide programming in the areas of 4-H Youth Development, Natural Resources, and Nutrition Education. Follow this link for more information about Thurston County Extension programs: <http://county.wsu.edu/thurston/Pages/default.aspx>

### General responsibilities include:

- Develop programs contributing to local, university, state, national, and international recognition of WSU Extension as an essential education and applied research resource.
- Contribute to the recognition of WSU as a premier Land-Grant University and the Extension profession.
- Work cooperatively with other faculty, industry representatives, grower groups, and other professionals across the Pacific Northwest.
- Become knowledgeable about and promote the entire Extension program.
- Contribute an accurate, consistent, and positive message about Extension to funding partners, participants, and the wider community.
- Serve as the Unit Lead for the Community Services Division (WSU Thurston County Extension, Fair, and Recreation) housed in the Thurston County Department of Resource Stewardship; provide administration oversight, program leadership for outreach, education and public engagement, and facilitate collaborative opportunities linking the WSU Extension mission with advancing county goals
- Support the community's burgeoning small farm community by providing guidance related to agriculture regulation and participating on the County's Agriculture Advisory Committee.
- Provide administrative leadership for County Extension staff and faculty; ensure the timely preparation of narrative and fiscal reports; participate in the department's budget development exercises and support staff development by identifying training opportunities from both WSU and Thurston County.

**Program Responsibilities:**

- Provide leadership, expertise, and agricultural education programming for current and emerging issues that addresses priority needs of the agricultural community, including small farms, direct marketing and agri-tourism. Audiences will include large and small acreage landowners and managers, consumers, entrepreneurs, professional groups, and elected officials.
- Provide and facilitate access to current and emerging markets to assist in the development of new markets for Thurston County, which may include institutional food purchasing, the hospitality industry, and food retailers.
- Development of educational curricula, programs, field research, and other methodologies to deliver research-based education and training to growers and target audiences consistent with needs and issues of importance.
- Work collaboratively as well as independently to acquire both financial and human resources through grants, contracts, and gifts to support the development and delivery of these programs.
- Build capacity to sustain and grow programs through constituent empowerment and/or leadership development.
- Conduct informal and formal program need/opportunity assessments and utilize stakeholder input in formulating program plans.
- Document program impacts and make timely reports as required by WSU Extension.
- Extend the reach of WSU Extension by integrating distance technology into program/project delivery through: computer, web pages, electronic mailings, multimedia technologies, and other emerging technologies.
- Promote communications and effective working relationships between WSU Extension and all stakeholders.
- Ensure that program outreach includes diverse and underserved audiences and communities.

**Line of Responsibility:**

The position is responsible to the WSU Agricultural Extension Program Director and the Associate Dean, WSU Extension.

**Supervisory Responsibilities:**

The position supervises various full-time, part-time, professional, paraprofessional, and support staff.

**MINIMUM QUALIFICATIONS:**

1. Earned Master's degree or equivalent in sustainable agriculture, organic agriculture, horticulture, agronomy, agricultural marketing, or related field.
2. Strong academic training or experience in agriculture, agricultural marketing, or agricultural economics.

**PREFERRED QUALIFICATIONS:**

1. Ph.D. degree in an academic area listed above or related field.
2. Experience in writing, obtaining, and managing grants.
3. Experience in conducting applied research involving sustainable, small-scale agricultural production systems.
4. Demonstrated ability to communicate effectively verbally and in writing with diverse audiences.
5. Proficiency in computer technology, including word processing, spreadsheets, electronic slide presentations, email, and distance-bridging technologies (including web content management) to expand learning opportunities.
6. Demonstrated ability and flexibility in exercising both leadership and team membership roles.
7. Academic training or experience that will insure a strong connection to Research and Extension Center, as well as academic departments within the College of Agricultural, Human and Natural Resource Sciences.
8. Knowledge and understanding of successful small-scale farming and urban agriculture models.
9. Understanding of sustainable agricultural and organic production principles and practices.
10. Understanding of agricultural marketing alternatives, value-added agriculture and community food systems.
11. Ability to plan, organize, and deliver effective educational programs.
12. Experience working directly with farmers and community-based, grassroots organizations.
13. Demonstrated ability to design culturally competent educational programs in order to engage diverse constituents (dimensions of diversity include gender, culture, age, sexual orientation, race, education, and income).
14. Ability to communicate in Spanish.

**JOB EXPECTATIONS:**

1. Ability to travel year-round using own reliable transportation (mileage reimbursed) is required. Evening and weekend work in communities is required. While using a private vehicle for official business, the successful candidate must obtain current automobile liability insurance (meeting the requirements described in RCW 46.30.020, and RCW 46.09.090) and possess a valid driver's license.
2. Understand and carry out the principles and specific requirements of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Affirmative Action Plan, and all pertinent rules and regulations.
3. The successful candidate will be required to work flexible hours that include some evenings and weekends as needed. There is an expectation that the candidate will need to drive to various locations around the county and region. Occasional overnight travel is required.
4. Extension faculty are hired into the organization, not into a specific geographic location. It is possible that future circumstances may require relocation.

**RELATIONSHIPS:**

- Collaborate with the WSU Center for Sustaining Agriculture and Natural Resources and its new Biologically Intensive and Organic Agriculture Initiative.
- Promote external communications and effective partnerships with elected officials, agricultural leaders, farm organizations, small farm producers, and government agencies at the county, state and federal levels.
- Maintain effective working partnerships with community-based non-profits and other non-governmental organizations concerned with agriculture, environment, and community food systems.
- Work as an effective member of WSU Committees and educational teams.

**SALARY:**

Salary is commensurate with the candidate's academic and professional qualifications and available funding, including history of program management and successful extramural fund development. State of Washington benefits and enrollment in TIAA-CREF are included. For more information on benefits at WSU, go to:

<http://www.hrs.wsu.edu/benefits>.

**LOCATION:**

This position is located at the Thurston County Extension Office located in Olympia, Washington, which also the Washington State Capital. Thurston County is located at the base of Puget Sound and the Olympic Peninsula. Thurston County is the home of 252,264 residents. The median household income in 2009 was estimated at \$59,453. The median house value in 2009 was estimated at \$248,700. Races in Thurston County, Washington include: White, one race (85.9%); Black or African American (3.2%); American Indian and Alaskan Native (1.7%); Asian (5.1%); Native Hawaiian and Other Pacific Islander (0.6%); Some other race (2.0%). Those who identify themselves as Hispanic or Latino (5.9%); and Two or More Races (3.9%).

**WASHINGTON STATE UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EDUCATOR AND EMPLOYER.** Members of ethnic minorities, women, special disabled veterans, veterans of the Vietnam era, recently separated veterans, and other protected veterans, persons of disability and/or persons age 40 and over are encouraged to apply.

WSU is committed to excellence through diversity, has faculty friendly policies including a partner accommodation program, and a NSF ADVANCE Institutional Transformation grant (see <http://www.excelinse.wsu.edu/>).

WSU employs only U.S. citizens and lawfully authorized non-U.S. citizens. All new employees must show employment eligibility verification as required by the U.S. Citizenship and Immigration Services.

Washington State University is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation in the application process, contact Human Resource Services: 509-335-4521(v), Washington State TDD Relay Service: Voice Callers: 1-800-833-6384; TDD Callers: 1-800-833-6388, 509-335-1259(f), or [hrs@wsu.edu](mailto:hrs@wsu.edu).