

W Y O M I N G P O S I T I O N A N N O U N C E M E N T

**Agricultural and Applied Economics**

**Animal Science**

**Family and Consumer Sciences**

**Molecular Biology**

**Ecosystem Science and Management**

**Plant Sciences**

**Veterinary Sciences**

*To assure full consideration, application materials must be received by May 13, 2016. Screening will continue until a suitable candidate is identified.*

**Position Title**

Assistant University Extension Educator for Nutrition and Food Safety. Located in Sweetwater County, Rock Springs, Wyoming. **Position #0140.**

**Level & Salary**

Assistant University Extension Educator – salary level commensurate with education, experience and availability of funds.

**Location Description**

**Sweetwater County** is located in the southwestern part of Wyoming and strategically situated at the crossroads of Interstate 80 and U.S. Highway 191, with a population of approximately 45,000. Rock Springs has historically been named the “Gateway to the West” and offers unique off-road and water recreation resources as well as a wide variety of wildlife. Among the extraordinary natural sites are historic Flaming Gorge, the Killpecker Sand Dunes, and the beautiful Red Desert. Sweetwater County is also a major cattle and sheep shipping point and the center of large natural trona mines. Other major industries of the area include oil and gas production, coal mining, electric-power distribution, food processing, and tourism.

**Primary Clientele Served by this Position**

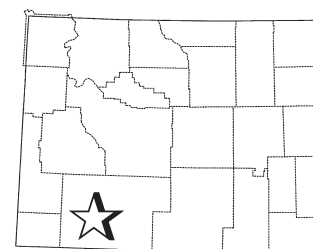
Community members, health care providers, nutrition professionals, youth and adult audiences including 4-H youth programs, food service personnel and professionals working in food safety.

**Responsibilities and Essential Duties**

Overall primary responsibilities are development, implementation, and evaluation of Food and Nutrition Extension programs for adults, youth, and children in Wyoming. The individual in this position will serve as a representative of the University of Wyoming (UW) and foster a productive relationship with elected officials and other stakeholders in western Wyoming. Primary duties include but are not limited to:

- Providing educational programming in the nutrition and food safety initiative in a five-county area (Sweetwater, Uinta, Lincoln, Sublette, and Teton Counties).
- Plan and implement applied research activities in collaboration with community partners, UW Extension specialists and other faculty members.
- Provide expertise and leadership for portions of the 4-H youth program. Contribute to the 4-H/ Youth Development program in Sweetwater County.
- Work as a team member with the entire county staff to provide innovative educational opportunities in all Extension program areas.
- Cooperate with other agencies and organizations.
- Use available media to educate the public and to publicize programs and activities.
- Support general county Extension operations.
- Ability to participate in some overnight travel, evening and weekend work.
- A valid driver’s license and serviceable/insured vehicle.
- Minimum Qualifications (Required)
- Completed application (To include detailed letter of intent as described under application procedures, resume, UW application <http://www.uwyo.edu/uwe/jobs/index.html>, copy of transcripts, and letters of reference.
- An earned master’s degree from an accredited college or university, or a bachelor’s degree plus registered dietetics certification. One

*Persons seeking admission, employment, or access to programs of the University of Wyoming shall be considered without regard to race, color, religion, sex, national origin, disability, age, political belief, veteran status, sexual orientation, and marital or familial status.*  
College of Agriculture and Natural Resources,  
University of Wyoming,  
Wyoming counties, and U.S. Department of Agriculture cooperating.



degree must have been awarded in nutrition, food science, dietetics, family and consumer sciences education, health science or cognate field clearly and specifically related to the Extension function.

- Valid driver's license
- Demonstrated expertise to develop and provide educational programming in nutrition and wellness.
- Demonstrated expertise to develop and provide educational programming in food preparation and safety.

#### Preferred Qualifications

- Prior Extension experience.
- Excellence in ability to communicate orally and in writing. Evidence documented through application materials and experience.
- Training and/or experience teaching youth and adult audiences.
- Experience in audience needs identification and program results evaluation.
- Experience in working with diverse audiences.
- Experience in developing partnerships with other organizations/agencies and fostering positive relationships with community stakeholders.
- A commitment to travel and work in remote areas and rural counties in Wyoming.
- Demonstrated knowledge of Extension and the land-grant university system.
- Demonstrated knowledge of and appreciation for rural and agricultural communities.
- Demonstrated ability to work with limited supervision.
- Demonstrated teamwork.
- Experience in planning and implementing applied research activities

#### Approximate Time Distribution

Nutrition and Food Safety	85%
Support of 4-H Youth Development programs	15%

#### Required Application Materials

- A detailed letter of intent which specifically addresses your qualifications relative to the responsibilities and essential duties of the position including developing a comprehensive educational program on nutrition and food safety in a multi-county area in Wyoming. Completed University of Wyoming employment application found at <http://www.uwyo.edu/uwe/jobs/index.html>.
- Current resume or curriculum vitae.
- Copies of all college transcripts; official transcripts required at time of hiring.
- Four (4) letters of reference from individuals who can address your professional qualifications.

#### Contact for application information/send completed information packet to:

Ann Roberson, Administrative Associate  
University of Wyoming Extension  
1000 E. University Ave., Dept. #3354  
Laramie, WY 82071  
Phone: (307)766-3566  
Fax: (307)766-3998  
E-mail: [mrober38@uwyo.edu](mailto:mrober38@uwyo.edu)

#### For specific position information, contact:

Dr. Kelly Crane, Associate Director  
University of Wyoming Extension  
Phone: (307)766-5124  
Fax: (307)766-3998  
Email: [kcrane1@uwyo.edu](mailto:kcrane1@uwyo.edu)



Glen Whipple  
Director

*The University's policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations. The University of Wyoming is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search, employment and motor vehicle history. Offers of employment are contingent upon the completion of the background check.*