

**UNIVERSITY OF MARYLAND EXTENSION
COLLEGE OF AGRICULTURE AND NATURAL RESOURCES
EXPANDED FOOD AND NUTRITION EDUCATION PROGRAM**

POSITION ANNOUNCEMENT

Title: Agent Associate

Functional Title: EFNEP Nutrition Educator – Multi County

Category Status: Faculty, Non-Tenured, Continuing Contract (This is a Non-State Funded Position)

Unit: AGNR – UME

Locations: 6707 Groveton Drive, Clinton, MD 20735
6615 Reisterstown Road, Baltimore, MD 21215
18410 Muncaster Road, Derwood, MD 20855

Position Summary/Purpose of Position

This position is a 12-month, term appointment. The full-time position is part of the Expanded Food and Nutrition Education Program (EFNEP) conducted by the University of Maryland Extension. The educator will deliver nutrition education programs to limited-income families living in Maryland counties including Baltimore City to help improve their diet and health and to prevent chronic disease risks according to the USDA's Dietary Guidelines.

Responsibilities Include:

- Present any combination of nutrition, cooking, gardening, and physical activity classes to a diverse communities of limited-income, minority families and youth groups consistently throughout the year. 50%
- Prepare educational activities to use during lessons with families and kids; prepares written reports; submits monthly work calendar and quarterly reports. 30%
- Evaluate nutritional knowledge and behavior improvement of enrolled families and youth with the aid of pre- and post-assessments and other survey materials. 10%
- Maintain a continuous recruitment effort by collaborating with local community-based organizations and agencies (e.g., Headstart, public schools, etc.). 5%
- Attend regularly scheduled local and state-wide in-services/training sessions throughout the year; plans and participates in special events, such as health fairs, as part of program promotion and community outreach. 5%

Minimum Qualifications:

Required –

- Bachelor's Degree in nutrition, health education or a related field.
- Effectively communicates in English and Spanish
- Effective teacher with the ability to learn and teach basic nutrition, cooking, gardening information and physical activity lessons to adults and youth from diverse backgrounds.
- Ability to effectively communicate with families from diverse backgrounds and interact with the public in a courteous manner.
- Skills in establishing and maintaining effective working relationships with clients and collaborators.
- Must work well independently and in a team environment and must have a flexible schedule.
- Skill in performing basic arithmetic calculations, have basic computer skills, and the ability to operate manual and automated office equipment.
- Must have a personal automobile, valid driver's license, and be willing to travel to various program sites in Prince George's County or the neighboring counties and to other sites for scheduled trainings.

Preferred –

- 5 years experience teaching basic nutrition or health information to participants in an informal setting.
- Experience performing a variety of duties in support of teaching/demonstrations, working with community-based organizations, and setting up new collaborations.
- Ability to design promotional materials and lesson materials for dissemination to youth and families during classes and health fairs.
- Ability to input data into the EFNEP evaluation system.

Background Check:

Offers of employment are contingent on successful completion of University Human Resources (UHR) University of Maryland Background checks and Criminal History Record Checks (CJIS).

Salary & Benefits:

Salary commensurate with experience and education. The University of Maryland offers a benefits package.

Physical Demands:

A routine part of this position's responsibilities would be to transport materials to and from teaching/event locations, including loading and unloading the vehicle. The employee with valid driver license will frequently lift and/or move items weighing up to 20lbs. Set-up and tear-down of displays, tables and chairs would be necessary at many teaching sites.

Telework Opportunity:

This is a full-time, off-campus position. Telework must be in accordance with AGNR and UMD policies. Compliance with the UMD Telework Agreement is required.

Applications:

Interested individuals must apply online at <https://ejobs.umd.edu>. When applying, please submit application letter, resume, copy of transcripts and names/contact information of 3 professional references.

The University of Maryland, College Park, actively subscribes to a policy of equal employment opportunity, and will not discriminate against any employee or applicant because of race, age, sex, color, sexual orientation, physical or mental disability, religion, ancestry or national origin, marital status, genetic information, or political affiliation. Minorities and women are encouraged to apply