



POSITION ANNOUNCEMENT

Title: Agent

Functional Title: Agent, 4-H Youth Development Volunteer Specialist

Position Number: 103303

Category Status: Faculty, Non-Tenured/On Track or Tenured

Unit: AGNR-UME-4-H Youth Development

Office Location: MD 4-H Center – State Headquarters, 8020 Greenmead Drive, College Park, MD, 20740

Description of Unit:

University of Maryland is a land-grant institution with a three-part mission of teaching, research, and service. The campus is located in College Park, Maryland. University of Maryland Extension (UME) reaches all parts of Maryland with an office in 23 counties and the city of Baltimore. Maryland 4-H is the youth development program of the land grant system. This position will support Maryland's 4-H Volunteer & Youth Leadership & Civic Engagement priorities and systems.

The Maryland 4-H Youth Development Program provides a supportive setting for youth to reach their fullest potential. Children learn beneficial cognitive and life skills through community-focused, research-based, experiential educational programs. High quality science, civic engagement, and healthy living programs are delivered through clubs, after school and school programs, camps, fairs, and other community partners. Youth development professionals and volunteers support youth thriving through nurturing sparks, promoting high quality experiences, and cultivating positive relationships within communities.

Volunteers are essential to 4-H programming. Volunteers help youth learn leadership, civic engagement, and life skills through projects and activities. These experiences help guide youth into becoming excellent leaders and contributing members of society. The diversity of knowledge and skills of volunteers expands the creativity, opportunities, and reach of the Maryland 4-H program.

National Framework for 4-H Volunteerism

Vision: Quality volunteer systems connect young people with caring adults leading to positive outcomes for youth. **Mission:** • Advance knowledge about volunteer development and its contribution to meeting the needs of young people • Build the capacity of professional staff and volunteers in creating safe, sustainable and vibrant learning environments for young people • Foster innovative systems to engage volunteers and prepare them for voluntary action in 4-H and in their communities

To learn more about the Maryland 4-H Youth Development Program, visit

<https://extension.umd.edu/programs/4-h-youth-development>

Purpose of the Position:

University of Maryland Extension (UME) is seeking a state Faculty member responsible for supporting the Extension Educator network through coordinating the volunteer system and youth leadership/civic engagement initiatives. This will include scholarly efforts, program coordination, recognition and evaluation of programs and resources for practitioners, youth, volunteers and communities. The faculty member will provide support to a large statewide volunteer network. The faculty member is also responsible for supporting county/city 4-H Extension faculty/staff in an active recruitment campaign to engage new volunteers and program partners. The volunteer recruitment campaign will align with the National 4-H Grows mission to engage youth and volunteers who reflect the diverse communities across the state of Maryland. The faculty member will be on track for tenure and promotion to a higher rank in accordance with University policy and UME tenure guidelines within a timeframe defined.

This position reports directly to the Maryland 4-H Program Leader.

Responsibilities:

- Coordinate statewide 4-H volunteer development and management processes utilizing the ISOTURE Model (Identification, Selection, Orientation, Training, Utilization, Recognition and Evaluation).
- Coordinate statewide 4-H youth leadership and civic engagement initiatives to include a youth leadership council, service-learning programs and civic engagement initiatives.
- Facilitate research-based methods to increase knowledge, leadership, and scholarly contributions in alignment with the UME Strategic Plan and 4-H Program Priorities.
- Conduct needs assessments, outreach and marketing to engage diverse audiences with equity and inclusion as foundational elements.
- Cultivate good working relationships with 4-H professionals, volunteers, youth, and community collaborators to advance the mission of 4-H youth development. Promote positive public relations with stakeholders and the community.
- Increase resources through grants, local funding sources, collaborative and other funding proposals to support and expand 4-H youth development programs.
- Perform teaching, scholarship, and service requirements of a faculty member of the University of Maryland. This is a tenure track position requiring documented accomplishments in the areas of research, teaching, and service.
- Serve on local, regional, state, college, and university committees. Provide leadership for committees, professional organizations, and special assignments, etc. on a state and national level.
- Oversee comprehensive youth protection standards approach aligned with University of Maryland Extension protocols including volunteer applications, background check processes, reviews, and onboarding.

Minimum Qualifications:

- Master's degree required.
- 5 - 7 years post undergraduate experience required in a youth development field of study with demonstrable evidence of understanding of volunteer development and youth leadership principles.
- Ability to coordinate volunteer led support groups in the 4-H field of study.
- Successful candidate must demonstrate leadership and management abilities, with evidence of being able to effectively communicate with a diverse clientele.
- Demonstrated effectiveness and experience teaching diverse and underserved adults and youth in community settings.
- Demonstrated leadership, communication, program management, time management, and computer application skills.
- Experience generating curriculum and resource materials.
- Understanding of current trends and research in volunteerism.
- Demonstrated knowledge or experience in youth safety and risk management.
- Evidence of successful team management while occupying a supervisory role.
- Demonstrated ability incorporating use of web, social media, newsletters, or other digital technologies in program development or outreach activities to achieve goals.
- Must be willing to work flexible hours, with some evenings and weekends, and to travel across the state and country.
- Evidence of capacity to build UME Diversity, Equity, Inclusion and Respect capacity through Extension program model.
- Personal transportation and valid driver's license.
- This position is contingent upon successful completion of a Criminal History Record Check.

Preferences:

- PhD or currently enrolled in a PhD program in youth development/Extension education related field.
- Field based experience in Extension Education work and 4-H programming.
- Experience in distance and virtual education strategies.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- **Nature of the Position:** The position frequently presents information through vocal and written communication to individuals of various ages, socio-economic, and educational backgrounds.
- **Physical Demands:** A routine part of the position's responsibilities would be to transport materials to and from teaching/event locations, including loading and unloading the vehicle. The employee will frequently lift and/or move items weighing up to 20 pounds. Set-up and tear-down of displays, tables, and chairs would be necessary at many teaching sites.
- **Environmental:** Team driven, office environment of professional character, competence, and collaboration. Deadline driven in terms of program planning and reporting. The position requires the employee to work outdoors at certain times of the year, especially during the time of annual fair, 4-H residential or day camps and youth recreation activities. This may occur during very hot and/or inclement weather.
- **Visual Acuity:** Visual acuity is required for preparing and analyzing written or computer data and presentations.

Salary:

Salary will be commensurate with experience, with a base salary starting at \$62,255 for a Master's and starting at \$74,354 for a PhD. The University of Maryland offers an [extensive benefits package](#).

Applications:

All candidates must apply online at <https://ejobs.umd.edu/postings/116723> . A completed application packet includes a letter of application, a current (signed) resume (or Curriculum Vitae uploaded as resume), copies of transcripts (official transcripts will be required if offered the position), and three (3) professional references, including name, mailing address, telephone number, and e-mail address.

Closing Date:

Applications best consideration date of **03/22/2024** or until a suitable candidate is selected.

Diversity Statement:

The University of Maryland, College Park, an equal opportunity/affirmative action employer, complies with all applicable federal and state laws and regulations regarding nondiscrimination and affirmative action; all qualified applicants will receive consideration for employment. The University is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, religion, sex, national origin, physical or mental disability, protected veteran status, age, gender identity or expression, sexual orientation, creed, marital status, political affiliation, personal appearance, or on the basis of rights secured by the First Amendment, in all aspects of employment, educational programs and activities, and admissions.