



UNIVERSITY OF ILLINOIS  
**EXTENSION**  
*"Your Doorway to the University"*

## **Extension Educator, Family and Consumer Science (Consumer Economics)**

**A1700526**

**University of Illinois Extension**

**College of Agricultural, Consumer & Environmental Sciences**

---

The University of Illinois seeks a creative, collaborative, self-directed, outgoing person to join our team as an Extension Educator, Family and Consumer Science (Consumer Economics) with University of Illinois Extension. The Extension Educator serves as a regular, full time, 12 month academic professional with primary responsibility for the development, delivery, and evaluation of educational programs supporting the mission of the University of Illinois Extension. Family and Consumer Science Educators support one of the four core Extension program areas and within that program area may focus on one or more of the following interdisciplinary initiatives: Energy and the Environment; Food Safety and Security; Economic Development and Workforce Preparedness; Family Health, Financial Security and Wellness; Youth Development. Programmatic objectives of Extension Educators will be consistent with national and statewide initiatives considered of significant importance to residents of the state of Illinois.

Extension Educators will be expected to deliver research-based educational programs and to work within team settings that may consist of other Extension Educators, community college professionals, and faculty within and outside of the College of ACES. The establishment of professional networks as well as the development of relationships with key stakeholder groups is vital to the success of Extension Educators. Extension Educators will be expected to deliver educational programs not only within their assigned multi-county unit, but as requested, to clientele within other units.

The Extension Educator, Family and Consumer Science (Consumer Economics) is expected to concentrate programmatically in Consumer Economics. This programmatic concentration includes: Required development and delivery of high impact and relevant educational programs and materials in the following areas: 1) consumer financial management (includes youth and adults); 2) health economics; 3) housing and environment (includes energy and safety audits).

One full time position is available.

**Location:** Unit 12 – Livingston, McLean, and Woodford Counties  
(Position will be housed in McLean County)

Additional positions may become available in other locations

***This is a security-sensitive position. Comprehensive background checks, including but not limited to a criminal conviction information check, a CANTS check, and a review of the Registered Sex Offender list, will be conducted.***

**Specific responsibilities of the Extension Educator, Family and Consumer Science (Consumer Economics) are as follows:**

- Provide program leadership, interpret and integrate information, teach in the field of designated expertise, maintain the competencies to develop and deliver educational programming, and assist clients with the appropriate resource bases.
- Assess the needs of local clientele in a systematic and analytical manner. This may include networking and collaborating with community organizations and other relevant groups.
- Within the designated area(s) of specialization, develop innovative curricula and programs to address local needs as well as to mesh with the broader state and national interdisciplinary initiatives.
- Deliver high impact programs to diverse audiences utilizing a selection of innovative delivery mechanisms to optimize reach and effectiveness.
- Evaluate the impact of program initiatives in a planned and statistically relevant fashion. Evaluation plans should focus not only on short-term impacts but also on long-term changes in clientele practices.
- Develop effective and contemporary approaches to communicate with clientele. This may include constantly evolving electronic technologies (e.g. twitter, facebook, blogs, e-learning, etc.).
- Compete for internal and external resources to enhance the development of innovative educational programs with potential for high impact.
- Establish professional relationships and participate in campus-based partnerships that tie academic programs and research to complement Extension programming by partnering with Extension Specialists and/or faculty members on research projects as appropriate within the initiatives.
- Develop professional collaborations with the County Director and Extension Council Members.
- Market and represent Extension's interests to external partners and stakeholders in areas related to expertise.
- Cooperate with the County Director to achieve budget goals and relevant grant initiatives.
- Support voluntary educational delivery systems with relevant subject matter expertise.
- Serve as an effective team member and volunteer for leadership roles as appropriate.
- Comply with all reporting deadlines and requirements (e.g. plans of work, activity and impact reporting, etc.)
- As needed, accept statewide responsibilities as requested by the Program Leader.
- As requested, supervise civil service personnel.
- Be an active member within a professional society(s) to keep abreast of changes within your discipline.
- Continually seek professional development opportunities to enhance competency in subject matter area.
- Assist with and support the total University of Illinois Extension program.
- Comply with all University of Illinois Extension Affirmative Action/Equal Opportunity policies and guidelines in all aspects of Extension work; assists Unit staff with data collection for Affirmative Action, Gender, and Targeted reports.
- Perform other duties that contribute to the mission of University of Illinois Extension programming, as assigned.
- Local, regional and (limited) statewide travel required; personal transportation required.

- To perform the functions of this position, the employee will be required to perform work both within an office and outside in the communities that are served, and must have the capability to travel from one location to the other in a timely fashion. Employee is responsible for securing personal transportation. A valid driver's license is preferred. Some work will be required during evenings and/or weekends. When working, the employee may be exposed to a variety of environmental factors to include, but not limited to, hot or cold weather, exposure to noise and allergens, and uneven ground. In performing the functions of this position, the employee may be subjected to various mental and physical demands as well to include, but not limited to, independently traveling to and performing work at different locations, lifting and moving items that may occasionally weigh up to forty (40) pounds and frequently weigh up to twenty (20) pounds, and twisting, pushing and pulling movements. More detailed information regarding the functions of this position (including the physical, mental and environmental requirements of the position) may be obtained from Human Resources for the College of Agricultural, Consumer and Environmental Sciences (ACES) by contacting [hr@aces.illinois.edu](mailto:hr@aces.illinois.edu).

**Administrative Relationship:** Extension Educators are administratively responsible to the County Director.

**Program Relationship:** Extension Educators are programmatically responsible to the Program Leader(s) for the delivery of programs that mesh with identified national and state priorities.

#### **Qualifications**

- Required: Master's degree related to subject matter emphasis from an accredited institution of higher education. Examples of relevant fields could include, but are not limited to, family and consumer science, consumer economics, financial planning, and applied economics. Candidates with a Master's degree in progress may be considered for interviews, but degree must be completed by hire date. Experience in public speaking. Experience developing written documents. Experience working within a team.
- Preferred: Experience within the specialty field is highly desirable. Teaching experience in informal and formal settings. Experience in building diverse networks or partnerships.

#### **Additional Information**

The position is a full-time, benefits-eligible, non-tenure academic professional position appointed on a 12-month service basis. The expected start date is as soon as possible after the closing date. Salary is commensurate with experience and qualifications. Generous vacation and sick leave. State Universities Retirement System. Group health, dental, vision and life insurance.

**Application Procedure:** To apply, go to <http://go.illinois.edu/A1700526>. Log in to your account and upload a cover letter and resume, as well as the names and contact information of three professional references. Resume dates must be in month/year format and employment history, at a minimum, should include all work dating back to the completion of your undergraduate degree. Positions that were less than full-time/100% must be noted as being part-time. Transcripts may be requested at a later date. To receive full consideration, all requested application materials must be submitted via the online system by the close date of **September 29, 2017**.

For further information about the position please contact Ryan Hobson at [rhobson@illinois.edu](mailto:rhobson@illinois.edu). For technical assistance with the online application process, call 217-333-6747 or email [jobs@illinois.edu](mailto:jobs@illinois.edu).

*The University of Illinois is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply. For more information, visit <http://go.illinois.edu/EEO>. To learn more about the University's commitment to diversity, please visit <http://www.inclusiveillinois.illinois.edu>.*



UNIVERSITY OF ILLINOIS  
EXTENSION