NOTICE OF EMPLOYMENT OPPORTUNITY

Department: Extension - USU
Position: 4H Program Assistant
Salary: $9.00, No benefits
Type of Position: Part-time, 6-8 hours per week
Closing Date: Until filled, Applications due on or before February 1st, 2020

Applications available at www.morgan-county.net by clicking on "Employment".

Please email, or drop off completed application packet to Nicole Reed (nicole.reed@usu.edu) or Mickelle Thackeray (mickelle.thackeray@usu.edu). Resume and cover letter are required with application. Application, resume, and cover letter should be directed to: Nicole Reed, Program Coordinator & Amanda Christensen, Extension Associate Professor. Questions contact Mickelle Thackeray, Staff Assistant: 801-829-3472

Extension/4H Program Assistant Job Announcement
Morgan County Extension seeks a dependable individual for a position providing assistance for Morgan County Extension/4H programs and activities. This position is contingent on funds, need, and performance from year to year.

Minimum qualifications:

1. Effective oral and written communication skills.
2. Strong computer and technology skills including experience with social media.
3. Exceptional organizational skills.
4. Excellent interpersonal skills.
5. Ability to be a team player in planning, organizing and implementing innovative and effective programs.
7. Demonstrate qualities of being a self-motivated/self-starter, work with little supervision, and a willing to try something new.
8. Ability to effectively balance multiple tasks/programs at once.
9. Ability to work some nights and weekends.
10. Ability to perform physically demanding tasks such as lifting, walking, standing, stooping, reaching, etc.
11. Must possess a valid Utah Driver’s License.
12. The finalist will be subject to a Utah Bureau of Criminal Investigation and FBI Background Check performed as part of the hiring process.

Preferred Qualifications:

1. Knowledge and experience in positive youth development including the 4-H youth development program.
2. Knowledge of or willingness to learn to teach STEM topics such as robotics.

MORGAN COUNTY IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER