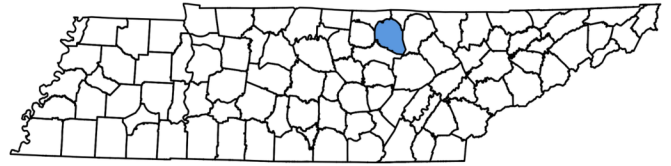


UT/TSU EXTENSION OPPORTUNITY

POSITION INFORMATION

Position - Overton County

Title: Program Assistant - Temporary/Part-Time
Program Area: 4-H Youth Development and Family and Consumer Sciences
Clientele Served: Youth and Adult
Headquarters: Livingston, TN



Screening of applicants' credentials will begin immediately and will continue until the position is filled.

TERM DATES: 01/06/2025 - 04/25/2025

SALARY: \$15/hr

SCHEDULE: Up to 20 hours per week, variable schedule. Must be available day and evening hours.

RESPONSIBILITIES:

- Plan, execute, and evaluate 4-H Youth Development educational programs and adult Family and Consumer Sciences educational programs. Programs will be conducted within Overton County School System and at various locations throughout the community.
- Assist volunteer led programs and serve as an educational resource for current programs within the county.
- Responsible to the County Extension Director.
- Provide leadership for a program of activities that meets the needs of all eligible clientele regardless of race, color, national origin, sex, age, disability, religion or veteran status.
- Assume other duties as assigned.

REQUIREMENTS:

- 18 years of age
- Must have valid drivers license
- Clear background check
- Applications only accepted in person at the Overton UT/TSU Extension Office, 312 West Broad St. Suite 6, Livingston TN 38570. Office hours are Monday-Friday, 7:30 AM to 4:00 PM.

Web Site: overton.tennessee.edu

Phone: 931-823-2735

UT Extension provides a gateway to the University of Tennessee as the outreach unit of the Institute of Agriculture. With an office in every Tennessee county UT Extension delivers education programs and research-based information to citizens throughout the state. In cooperation with Tennessee State University, UT Extension works with farmers, families, youth and communities, to improve lives by addressing problems and issues at the local, state, and national levels.

Programs in agriculture and natural resources, 4-H youth development, family and consumer sciences, and resource development.
University of Tennessee Institute of Agriculture, U.S. Department of Agriculture and county governments cooperating.
UT Extension provides equal opportunities in programs and employment.

