

Associate Director Oklahoma Cooperative Extension Service

Division of Agricultural Sciences and Natural Resources

The Division of Agricultural Sciences and Natural Resources (DASNR), Oklahoma State University, invites nominations and applications for the position of Associate Director of the Oklahoma Cooperative Extension Service (OCES). The OCES consists of over 500 faculty, professional, and support staff. Employees are located on the OSU campus and in over 90 locations throughout Oklahoma. The successful candidate will have a demonstrated commitment to the land-grant philosophy. More information can be obtained at <http://dasnr.okstate.edu>

Responsibilities

The OCES Associate Director will provide aggressive statewide, regional, and national leadership in fostering high-quality and effective Cooperative Extension Service programs. The person in this position will be expected to:

- Lead long-range program planning throughout the OCES system.
- Work with the Vice President of Agricultural Programs (who also serves as Dean and Director) to administer programs, personnel, and fiscal matters.
- Provide leadership to strengthen financial support for OCES with county, state, federal, and private sources.
- Provide leadership for educational/marketing efforts with county and state leaders and legislators to enhance extension programming.
- Actively seek input and support for OCES from external organizations such as
4-H, OHCE (Oklahoma Home Community Education), commodity groups and other agriculture industry stakeholders.
- Cooperate with the Associate Director, Oklahoma Agricultural Experiment



Oklahoma State University

Station, Associate Dean of the College of Agricultural Sciences and Natural Resources (Academic Programs), and the Dean of Human Environmental Sciences (Family and Consumer Sciences programs) to achieve effective coordination of teaching, research, and extension programs within the Cooperative Extension Service.

- Maintain active role in regional and national organizations such as the Association of Southern Region Extension Directors and National Association of State Universities and Land-Grant Colleges (NASULGC).
- Provide leadership for full compliance with the Affirmative Action and Equal Employment Opportunity Program in the OCES.
- Serve as a member of DASNR's Administrative Council.

Qualifications

Qualifications for the position include a doctoral degree in a discipline appropriate for Cooperative Extension Service administration; scholarly and/or notable achievement in Cooperative Extension Service or related area; a comprehensive understanding of informal adult education and program development processes; a demonstrated ability to serve effectively as an administrative leader; a proven ability to communicate effectively; and a demonstrated capability to manage personnel and budgets. An understanding of issues important to Oklahoma agriculture, families, youth and communities and a grasp of the means to provide visionary and progressive leadership in the development of innovative programs. A thorough understanding of all levels, programming areas, and aspects of the Cooperative Extension Service is essential with the ability to strengthen

relationships with constituency groups at the county, state, and federal level. Prior experience in the Cooperative Extension Service is preferred.

Employment Conditions

The position will be filled by January 3, 2006, or as soon thereafter as a qualified and acceptable applicant is available. Salary will be commensurate with experience and qualifications. Tenure will be in an appropriate academic department.

Nomination and Application Procedure

Both nominations and direct applications are welcome. Nominations should include the name, address, telephone number, and e-mail address of the nominee. Candidates should submit a letter of application and a professional resume to the Chair of the Search Committee. Candidates should contact a minimum of four individuals who are familiar with their qualifications, to request a letter of recommendation. These letters should be mailed directly from the reference to the Search and Screen Committee Chair. To ensure full consideration, letter of application, resume, and reference letters should be received by October 31, 2005. Review of applicants will continue until an individual is appointed to the position. Nominations, applications, and letters of reference, as well as any questions, should be directed to:

Dr. Don Wagner
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