

Help Wanted

4-H Program Manager

River Valley Extension District #4

Washington Office

K-State Research & Extension, River Valley District #4 is seeking to hire a full-time 4-H Program Manager in our Washington Office.

Successful candidates must possess strong organizational skills, show initiative in supporting the 4-H and Youth Development program, be a team player, and enjoy working with youth and adult volunteers.

This position works under the direct supervision of the 4-H and Youth Development Agent and is a full-time, hourly, nonexempt position subject to the provisions of the Fair Labor Standards Act and the River Valley District Policy. Occasional evening and weekend work required. Wage will be competitive in the local job market and will be based on previous work experience and training or educational course work beyond high school. Benefits include: KPERs Retirement; health, dental, and vision insurance through the State Employee Health Plan Non-State Group; paid vacation and sick leave; cell phone allowance; and State of Kansas observed holidays as per the River Valley District Policy.

Application materials and a position description are available at <http://www.rivervalley.k-state.edu/4-h/> or by contacting John Forshee, River Valley District Director at 785-632-5335 or jforshee@ksu.edu or Monica Thayer, River Valley District 4-H & Youth Development Agent at 785-527-5084 or mthayer@ksu.edu. Application materials (cover letter, resume, applicant information profile, and background check authorization) must be submitted to John Forshee, River Valley Extension District Director, 322 Grant Avenue, Clay Center, Kansas 67432 or jforshee@ksu.edu by 4:30 p.m. on Thursday, September 14. Interviews are scheduled for Wednesday, September 20.

K-State Research and Extension and the River Valley Extension District are Equal Opportunity Employers.