



UNIVERSITY OF ILLINOIS
EXTENSION
“Your Doorway to the University”

Outreach Program Leader, Illinois-Indiana Sea Grant – A1800247
University of Illinois Extension
College of Agricultural, Consumer & Environmental Sciences

The Outreach Program Leader, Illinois-Indiana Sea Grant (IISG) serves as a regular, full time, 12 month academic professional with primary responsibility for serving as a critical link between IISG Extension specialists, scientists, and communities, with the goal of improving ecological, economic, and societal resilience in the two-state region. The Outreach Program Leader will be responsible for the coordination, development, expansion, and delivery of science-based programs that empower communities and individuals to make informed resilience and natural resource management decisions.

The Outreach Program Leader will be housed in IISG, which supports over 30 Extension specialists, communicators, educators, and administrators conducting environmental and natural resources outreach in 12 topic areas at local, regional, and national scales. The incumbent will report to the IISG Associate Director and University Illinois Extension leadership. In addition, the incumbent will coordinate with IISG staff, University of Illinois and Purdue University faculty, state and federal agencies in Illinois and Indiana, and other partners related to ongoing and emerging initiatives. The incumbent will serve on the IISG Leadership and Program Management teams, oversee IISG outreach specialists and activities, and represent IISG on regional and national Sea Grant initiatives. Travel is required.

One full time position is available.

Location: Urbana-Champaign / Chicago, IL

(Position will be housed in Urbana-Champaign or Chicago, IL)

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 Outreach Program Leader are as follows:

- Coordinate and expand the IISG outreach program by:
 - Setting the strategic vision and long-term implementation plan for IISG extension and education, in collaboration with the director, management team, and extension specialists.
 - Collaboratively shaping detailed work plans for outreach specialists and overseeing their implementation.
 - Leading, mentoring, and supporting IISG extension specialists to spur innovation and partnerships.
 - Coordinating grant proposals to support new and existing initiatives.

- Guide and expand interactions between IISG, Extension, and campus departments to build more resilient Illinois and Indiana communities by:
 - Interfacing with university-based research and extension teams to address knowledge and practice gaps.
 - Coordinating with IISG outreach specialists to build and expand research-based outreach programming.
 - Engaging communities to apply university-based research.
- Identify and secure funding to support and grow the IISG outreach portfolio.
- Build and manage professional relationships across a broad range of institutions (public agencies, private industry, and NGOs), disciplines, and functions (e.g., research, extension, education, and communication), working with people at all levels of management.
- Facilitate professional development opportunities for IISG extension staff in Illinois and Indiana.
- Comply with all Affirmative Action/Equal Employment Opportunity policies and guidelines in all aspects; assist staff with data collection for Affirmative Action, Gender, and Targeted reports.
- Perform other related duties that further the mission of Illinois-Indiana Sea Grant as assigned.
- 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.

ADMINISTRATIVE RELATIONSHIP:

The Outreach Program Leader, IISG is administratively responsible to the Associate Director, Illinois-Indiana Sea Grant.

REQUIRED QUALIFICATIONS:

Master's degree with 5 years experience in natural resources, community development, or a closely related field, or Ph.D. with 3 years experience in natural resources, community development, or a closely related field. Experience building science-based outreach programs at the state, regional, and/or national level. Experience supervising and mentoring outreach professionals. Experience leading and facilitating meetings and projects involving a broad range of stakeholders, including community leaders, governmental agency personnel, natural resource managers, scientists, and the public. Experience working with federal, state, university, NGO, and community partners. Ability to connect research to community and individual decision-making. Ability to work independently, function in interdepartmental and interagency teams, and work effectively with clients and scientists. Excellent written and oral communication skills, including presentation skills.

PREFERRED QUALIFICATIONS:

Significant experience in Sea Grant, Extension, and/or other outreach capacities. Knowledge of natural resource issues in Illinois, Indiana, and the Great Lakes.

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/A1800247>. 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 **May 22, 2018**.

For further information about the position please contact Kristin TePas at ktepas@illinois.edu. For technical assistance with the online application process, call 217-333-6747 or email 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>.



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