

Extension Associate (EFNEP Technology Coordinator)  
LSU AgCenter

Direct Link: <https://www.AcademicKeys.com/r?job=233559>

Downloaded On: May. 16, 2024 1:01am

Posted Mar. 27, 2024, set to expire Nov. 9, 2024

<b>Job Title</b>	Extension Associate (EFNEP Technology Coordinator)
<b>Department</b>	East Baton Rouge Parish
<b>Institution</b>	LSU AgCenter Baton Rouge, Louisiana
<b>Date Posted</b>	Mar. 27, 2024
<b>Application Deadline</b>	May 12, 2024
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Instructional Design/Technology Health & Human Performance
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<b>Apply By Email</b>	
<b>Job Description</b>	

POSITION VACANCY ANNOUNCEMENT

**Job Description**

(This is a grant-funded, non-tenure track position. Funding must be available for any continuation of appointment.)

**Work Location:**LSU AgCenter School of Nutrition and Food Sciences, Knapp Hall, Baton Rouge, Louisiana. The Extension Associate will be located in Baton Rouge on the LSU campus. This position is not a remote position.

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**Position Description:**The Extension Associate will report administratively to PI for EFNEP and work collaboratively with members of the EFNEP team, other Nutrition and Community Health (NCH) state program teams, and parish EFNEP personnel. The position will serve as a liaison between the LSU AgCenter's IT departments and EFNEP. The successful candidate will coordinate and support the technology outreach efforts of EFNEP.

**Website Development**-Assist with the maintenance of the EFNEP webpage; Develop web content; Prepare detailed media activity reports.

**Graphic Design**--Create visual materials using Adobe Illustrator, Photoshop, and InDesign adhering to LSU AgCenter and EFNEP branding guidelines; Develop parish level infographics including demographics, health, and WebNEERS data to share with community partners and stakeholders; Work with LSU AgCenter Communications to develop materials for EFNEP.

**Technology** --Collaborate with subject matter specialists to re-design and enhance web-based lessons using existing approved EFNEP curriculum for limited resource audiences (adults and youth); Assist with implementation of various technology strategies as outlined within National EFNEP policy to increase participant recruitment, retention, and graduation rates with limited-resource audiences and agencies serving the target audiences. Assist with training personnel statewide on the Web-Based Nutrition Education Evaluation and Reporting System (WebNEERS) and analyzing data from the reporting system.

**General**-- Support federal program policies for technology and social media; Assist with the evaluation efforts for the implementation of technology and social media related programmatic goals; Provide recommendations based on analytics and research for appropriate channels for technology and social media outreach to participants and partners. Respond to communication-related issues in a timely manner; Develop staff training to assist EFNEP educators & agents in utilizing technology strategies to reach new audiences and improve graduation rates.

The incumbent is expected to perform other tasks at the state level that may be assigned by supervisor(s).

**Qualification Requirements:**Bachelor's degree in health communications, computer science, educational design/education learning design and technology, or related fields. Minimum one year experience/background in technology and/or social media strategies for recruitment, retention, and/or engagement of participants in education. The applicant must demonstrate effective organization, administration, and interpersonal communication, as well as networking skills. The candidate must exhibit superior project management and time management skills. Ability to set priorities, and to work

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on multiple projects with and through others is essential as well as the ability to function with minimal supervision. Must exhibit initiative and resourcefulness and work cooperatively in a positive team environment. Ability to work occasional evening and weekend meetings and events statewide.

**Salary and Benefits:** Salary will be commensurate with qualifications and experience. The LSU AgCenter has an attractive benefits package with a wide variety of benefit options. Benefits offered include retirement, multiple medical insurance options, supplemental insurances (dental, life, long-term disability, accident, vision, long-term care, etc.), Tax Saver Flexible Benefits Plan (saves tax dollars on some child care and medical expenses), university holidays (14 per year, typically includes a week off at Christmas), generous annual (vacation) and sick leave benefits, Employee Assistance Program, and possible educational leave and tuition exemption for coursework at campuses of the LSU System. Specific benefits depend on job category, percent effort and length of employment.

**Date Available:** Upon completion of interview process.

**Application Deadline:** May 12, 2024 or until suitable candidate is located.

**Application procedure:** Must apply online at <https://lsu.wd1.myworkdayjobs.com/LSU> (or through Workday for internal applicants) by attaching cover letter with resume, university transcripts, and two letters of recommendation. Paper, faxed or e-mailed application materials will not be accepted, except that in lieu of attaching recommendation letters online, they may be sent directly to:

Sharman Charles

School of Nutrition and Food Sciences

273 Knapp Hall

Baton Rouge LA 70803

Email: [sjcharles@agcenter.lsu.edu](mailto:sjcharles@agcenter.lsu.edu)

Web site: [www.lsuagcenter.com](http://www.lsuagcenter.com)

The LSU Agricultural Center is a statewide campus of the LSU System and provides equal opportunities in programs and employment. An Equal Opportunity Employer.

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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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