



November 1, 2008

POSITION VACANCY ANNOUNCEMENT

<i>Position Title:</i>	Director, Partnership Development
<i>Division/Office/Unit:</i>	Partner Operations
<i>Type of Position:</i>	Exempt/Regular/Full-Time (hours per week: <u>37.5</u> (Time Limit of 3 years for this position))
<i>Salary Offer Range:</i>	Commensurate with skills and experience
<i>Starting Date:</i>	As soon as a suitable candidate is found

Job Summary: Provides coordination and overall strategic and tactical management, in partnership with leadership from National 4-H Headquarters, to develop partnerships with groups and organizations to support the 4-H Science, Engineering and Technology (SET) Mission Mandate. Develops a strategic plan for recruiting and maximizing partnerships to ensure SET becomes an instrumental and highly effective part of 4-H programs. Creates a well-coordinated 4-H SET Partnership system to support partnership development at the local, state and national levels. Overall duties include: 1) Provides leadership to and manages current Memoranda of Understandings (MOU) with national partners; 2) Works closely with National 4-H Headquarters' leadership to identify new partners and develop MOU; 3) Provides leadership to and manages the 4-H SET regional structure for 4-H SET Liaisons by working closely with the 4-H SET Management and 4-H SET Leadership Task Force teams; 4) Provides leadership to synthesizing the data in the land-grant universities' (LGU) 4-H SET Plans of Action and develops a plan for supporting the 4-H SET work of LGUs; 4-H SET national leaders; and National 4-H Headquarters and National 4-H Council staff. Works closely with 4-H staff, including National Program Leaders at 4-H Headquarters, as a partner to expand the work in the 4-H SET Mission Mandate. Develops monitoring systems and standards for evaluation of effectiveness of activities and events with partners. Writes grant reports.

Qualifications: Highly motivated professional. Experience working with diverse teams. Great collaboration, partnership development and networking skills. Sound grounding in youth development and social sciences. Advanced degree with at least 10 years experience building effective partnerships. Experience building systems and providing high-quality technical assistance. Experience in youth development, community development and/or non-profit management field at the community, state and national levels a plus. Progressive experience and proven success in providing direction/oversight in developing partnerships. Proficient in all aspects of program development, implementation and management. Trained in organizational development and management with practical experience working with partners. Proven success in recruiting, development and retaining effective youth development organizations, business, museum, university and other types of partnerships. Flexibility and adaptability in face of continually changing needs. Articulate and effective both in writing and verbally, communicating clearly and concisely. Proven ability to deal well with a dynamic, evolving workplace and programs. Demonstrated ability to manage workflow, prioritize and delegate work and perform under pressure. Ability to handle multiple projects simultaneously, to work in fast-paced environment and to manage for results and impacts. Knowledge of positive youth development. Excellent written and in-person communication skills. Willing to travel. Extensive Cooperative Extension System experience is desirable.

For further information regarding the above position, contact Lita Haarer on extension 12898

Associates must notify their immediate supervisor, when applying for another position, before the interview process

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