Doniphan County Extension  Part-time Program Assistant

Job Description

*Work within the Doniphan County 4-H Program - may include but not limited to:
- attend/chaperone 4-H members at State events (KYLF, DD, CIA)
- attend/chaperone 4-H members at RSR Camp
- attend/chaperone 4-H members at Regional events (NELE, Shooting Sports, Livestock Judging, etc.
- Be a integral part of County Fair, assisting agent with: obtaining judges, supervising livestock weigh-ins, announcing livestock shows, set-up and clean-up of fair, be available to supervise all fair contests, assist with any county fair details, etc...
- Assist agent with registrations of 4H events and details of events.
- Assist with 4-H Invitational in the Fall.

*Work within Doniphan County Extension Service in the Agriculture and Natural Resource Program as well as Horticulture Education
- Work with County Agent and Ag PDC to organize, plant, harvest, evaluate crop experiment fields
- Complete USDA crop reports
- Answer Horticulture questions to the best of your abilities
- Be available to the county agent and office professional to assist in answering calls and office visits pertaining to ANR and Horticulture education.
- Add input to educational publications, specifically the county newsletter.
- Assist with any Ag or Horticulture education events, such as Women in Ag., Master Gardener, etc...

*Work within Doniphan County Extension Community Vitality Programs
- Work with and assist County Agent, Fairboard and PDC members in Community Events and Activities: ( Tractor Pull, Rodeo, Bike Across Kansas, etc...)

Advertisement

Doniphan County Extension Part-time Program Assistant
Flexible 15-20 hours per week.
Overnight 4-H events will be considerable more hours.
Salary - Negotiable upon experience and education.
Benefits - None
Education: Preferred Associates Degree or Higher
*Knowledge in Agriculture or Horticulture and Youth Development Preferred
Start Date: January 2022
Contact the Doniphan County Extension office for more detail and application.
785-985-3623 or email ktharman@ksu.edu
link to application on our website: www.doniphan.k-state.edu