



THE UNIVERSITY OF ARIZONA

Cooperative Extension

Apache County

extension.arizona.edu/apache

Position Title:	Community Outreach Assistant II	Duty Post:	St. Johns, Az. 85936
Job Posting #:	REQ 14727	Job Open Date:	April 27, 2023
Department:	Apache County Cooperative Extension	Full/Part Time:	Part Time (20 hrs)
Posted Rate of Pay:	\$16.50 per hour	Benefits:	Yes

Position Summary:

This position will assist the County Extension FCSH Agent and the Community Outreach Manager to meet the goals and objectives of the SNAP-Ed program in Apache County, working in the St. Johns, Round Valley, and Vernon communities. This position will provide support in the fields of Policy, Systems, and Environment (PSE) and Direct Education in food systems, school health, active living, and early childhood through the use of approved curricula and resources. This position will attend and provide workshops, community events, meetings, and direct education events to approved sites to meet the PSE and Direct Education goals and objectives of the SNAP-Ed program. This position will be based in St. Johns, Az.

Duties and Responsibilities:

- Assists in the development and presentation of subject matter in health, nutrition, physical activity, and gardening for SNAP eligible participants through workshops, training sessions, and community events.
- Assists and/or organizes, promotes, coordinates, and conducts nutrition, physical education, and gardening programs in Apache County, within the St. Johns, Round Valley, and Vernon communities. Is responsible for answering inquiries and providing information relating to the completion of forms, meetings, materials, and record keeping, composing newsletters, preparing reports, and fulfilling other related functions to the conduct of the nutrition education program for communities.
- Initiates and participates in needs assessment for nutrition, physical activity, and gardening activities.
- This position requires a valid Arizona Driver's License and reliable transportation upon employment.
- Ability to drive according to the University Fleet Safety Policy.

Minimum Qualifications:

- Bachelor's degree in a field appropriate to the area of assignment: **OR** three years of progressively responsible instructional or subject work experience; **OR** any equivalent combination of experience, training and/or education.

For full details, qualifications & to apply, please submit on-line application, cover letter and resume for

Job Posting: at <https://arizona.csod.com/samldefault.aspx>

We will begin reviewing applications May 15, 2023

Questions, please call Sterling Hancock 928-337-2267

845 W. 4th North, St. Johns, Az. 85936

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