



American Samoa Community College
Agriculture, Community, and Natural Resources
IN-HOUSE EMPLOYMENT OPPORTUNITY

Position Title: 4-H Agent IV
Employment Status: Full Time 12 months (Career Service)

General Description:

The 4-H Agent IV will provide leadership in the development, delivery, and evaluation of the territory or regional 4-H youth development programs. The 4-H Agent IV will work closely with other 4-H Agents, the Cooperative Extension program and staff, ASCC faculty, volunteers, and various stakeholders to advance the mission of 4-H and facilitate the professional development of staff and volunteers.

Responsibilities and Duties:

- Program Development: Design and develop educational resources, curricula, and materials to support the 4-H program at the county and state levels
- Identify gaps or areas of improvement in current 4-H programs and implement strategies to address them
- Training and Support: Organize and conduct training sessions, workshops, and in-services for 4-H Agents, volunteers, and other stakeholders
- Provide technical assistance and expert guidance to county 4-H Agents in the planning and delivery of their programs
- Provide expertise and support to Extension staff in program development, evaluation, and research initiatives
- Research and Evaluation: Conduct or oversee research and program evaluations to measure the impact and outcomes for 4-H programs
- Analyze data and feedback to evaluate the effectiveness of 4-H programs, making recommendations for improvement
- Share findings through reports, publications, and presentations to stakeholders and the wider Extension community
- Collaboration and Networking: Work closely with universities, research institutions, and other state or national organizations to leverage expertise and resources
- Foster partnerships and collaborations that can benefit the 4-H program and its members
- Stakeholder Engagement and Partnerships: Build relationships with national, state, and local partners to leverage resources for 4-H programs
- Represent 4-H at professional associations, committees, and task forces related to youth development.
- Resource Development and Management: Identify and secure funding sources, including grants and partnerships, to support and expand 4-H programs
- Advocacy and Promotion: Represent the 4-H program at state, regional, or national events, conferences, and meetings
- Engage with external stakeholders, funders, and policymakers to advocate for the importance and value of 4-H youth development

AMERICAN SAMOA COMMUNITY COLLEGE
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- Resource Development: Utilize grant writing, fundraising, and other resource development efforts to support 4-H programs at various levels
- Stay Updated: Keep abreast of the latest research, trends, and developments in youth development, agriculture, education, and other relevant fields
- Communication and Marketing: Develop and implement strategies for marketing 4-H programs to a diverse audience.
- Utilize various media platforms to promote program initiatives and successes
- Policy and Compliance: Ensure that all 4-H programs comply with federal, territory, and ASCC policies and regulations
- Update protocols and practices as needed to maintain compliance and address any legal or risk management issues.

Minimum Qualifications:

- Master's degree in Environment Science, Natural Resources or directly related field
- Five (5) years of directly related work experience
- Professional knowledge in Land Grant, Youth Development, and Agriculture
- Computer literacy in various programs software,
- Proficient communication and organizational skills
- Must have an American Samoa driver's license

Salary: GS-12/01-10: \$30,212.00 - \$39,572.00 per annum

Application Deadline: January 26th, 2024 no later than 4:00pm

Applications are available from the American Samoa Community College, Human Resources Office at 699-9155 Ext. 460/466/456/474, 699-2722 ext 3601/3602/3603/3604/3605/3606 or online at www.amsamoa.edu/employmentopportunities or by emailing ascchumanresources@amsamoa.edu.

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