

# Community Health Outreach Specialist Assistant/Associate/Full Extension Professional

– Columbia, Missouri

Job ID: 33435

Please apply at <https://hrs.missouri.edu/find-a-job/academic>

**Headquartered:** University of Missouri - Columbia, MO

The University of Missouri (MU) Office of Extension and Engagement's distinct land-grant mission is to improve lives, communities and economies by producing relevant, reliable and responsive educational strategies throughout Missouri. Our dedicated and knowledgeable faculty and staff collaborate with researchers and community leaders to develop and deliver programs that address needs of Missourians including: educational attainment; environmental concerns; community, economic, business and workforce development; global food systems; and health systems. For more information about MU Extension and Engagement, please visit <http://extension.missouri.edu>.

The University of Missouri is developing a comprehensive approach toward expanding its impact on community health needs throughout the state. This effort is being led by MU Extension, in partnership with the Sinclair School of Nursing and Nursing Outreach; the School of Medicine and Continuing Medical Education; the College of Human Environmental Science and Nutrition and Health Education; Center for Health Policy; Missouri Telehealth Network; the School of Health Professions; MU Health Care; and the Center for Applied Research and Engagement Systems.

## Position Overview

The University of Missouri is seeking an exceptional individual to bring innovation and leadership to enhance the impact of the University in the lives of Missourians at every stage of life. This position provides day-to-day academic, administrative, and strategic leadership for the Community Health Extension & Outreach Unit and its affiliated faculty and staff.

This position will work in collaboration across program areas within Extension and with faculty and staff from the School of Medicine's Office of Rural Health, Sinclair School of Nursing, MU Schools of Social Work and Health Professions, Center for Health Policy, and Missouri Telehealth Network to align strategies and create systems of health, wellbeing, prevention and care, workforce development, and resources to achieve the University's mission.

This position is expected to catalyze comprehensive strategy to secure additional resources from public and private sectors to support programs and initiatives. Resource generation and fiscal management is achieved through coordination with University Advancement, faculty, and other partners with oversight by MU Extension and Health and Safety.

Extension faculty are 12-month, non-tenure track appointments to the promotable ranks of assistant, associate, or full Extension Professional. The rank at time of appointment or promotion is consistent with the standards of achievement and experience established by the faculty.

## **Key Responsibilities**

### **Academic Leadership:**

- Facilitate, guide, and monitor the development, application, and improvement of the multidisciplinary sciences of Community Health, bringing together faculty from Extension and the colleges and schools within the University for collaborative and innovative initiatives to address local, state, and national needs.
- Collaborate with School of Medicine Office of Rural Health and other academic unit partners in developing and delivering interdisciplinary extension and engagement programs, services and scholarship of Community Health, through peer- reviewed journal articles, poster and/or oral presentation, educational materials.
- Provide in-service education opportunities for faculty and agency professionals.
- Be an active contributing member of the Office of Community Health Extension and Outreach. Serve as a course instructor and serve on departmental committees as requested.

### **Administrative Leadership:**

Manage the resources (e.g., physical, fiscal, intellectual, partnership), personnel (e.g., recruiting, onboarding, development, evaluation, volunteers), and implementation (delivery and improvement systems and processes) of statewide Community Health Extension programming.

- Develop and monitor the programs integrated budget and staffing plan.
- Lead accountability management, compliance, and reporting.
- Serve on departmental, college, Extension and university committees.

### **Strategic Leadership:**

- Provide leadership for the development and implementation of Extension and Engagement's vision, planning, staffing, budgeting, and programming related to Community Health Extension.
- Engage in innovative initiatives at the state, regional and national levels in the areas of Community Health.
- Catalyze the development of collaborations with other departments, colleges and organizations engaged in implementing youth development programs as well as addressing youth development issues and policies.
- Develop grants and funding strategies to assist with program development, implementation, and sustainability.

## **PROFESSIONAL EXPECTATIONS**

Remain current on trends and research-based knowledge to effectively create relevant, reliable and responsive education. Apply this knowledge in scholarly products such as curriculum, in-service education instruction, articles in professional and popular press, presentations at professional meetings, grant proposals and more.

Actively participate in professional development opportunities to continuously improve skills and increase research-based knowledge. Demonstrate mastery of core competencies, including subject matter expertise, effective and innovate teaching strategies, program development processes, and integration of new and emerging technology.

## **UNIVERSITY INFORMATION**

The University of Missouri, also known as Mizzou and MU, is the Flagship University of the four-campus University of Missouri system. It is the state's land-grant university and one of the most comprehensive universities in the United States. MU's broad undergraduate programs and its' graduate, professional and research programs attract annual enrollment of more than 30,000 students. MU is centrally located in St. Louis, MO, which is consistently ranked as one of America's most livable cities. MU Extension programs are located on all four campuses and in 114 counties and St. Louis city.

MU is fully committed to achieving the goal of a diverse and inclusive academic community of faculty, staff and students. We seek individuals who are committed to this goal and our core campus values of

## **LEADERSHIP RECEIVED AND EXERCISED**

Administrative supervision is received from the Office of Community Health Extension & Outreach. Programmatic supervision is received from the Senior Program Director for Health & Safety Extension.

## **QUALIFICATIONS**

An earned master's degree in a discipline or program related to public health, public policy, population health, or closely related field at time of appointment.

### **Candidates will be evaluated on:**

- Level of post grad education.
- Five or more years of professional experience in designing, conducting and evaluating education programs, preferably including demonstrated leadership within Community Health programs.
- Demonstrated ability to communicate and build partnerships with a variety of internal and external audiences and stakeholders.
- Demonstrated ability to lead, develop, and grow individuals, teams, and volunteers and lead change management within a complex organizational environment.
- Demonstrated personnel and fiscal management capabilities.
- Demonstrated commitment to diversity, inclusion, affirmative action, and equal opportunity in programming, staffing, and services.

### **Application Materials**

Complete the brief online application and be prepared to upload:

- Cover Letter
- Resume/CV
- Copies of all academic transcripts, and
- a list of 3-5 references

It's recommended that these required documents be uploaded as one PDF file as a resume document. For questions regarding the online application process contact or call 573.882.7976. For technical problems with the online application process contact or call 573.882.5000.

## **Benefit Eligibility**

This position is eligible for University benefits. The University offers a comprehensive benefits package, including medical, dental and vision plans, retirement, and educational fee discounts. For additional information on University benefits, please visit the Faculty & Staff Benefits website at <http://www.umsystem.edu/totalrewards/benefits>

## **Diversity Commitment**

The University of Missouri is fully committed to achieving the goal of a diverse and inclusive academic community of faculty, staff and students. We seek individuals who are committed to this goal and our core campus values of respect, responsibility, discovery and excellence.

## **Equal Employment Opportunity**

Equal Opportunity is and shall be provided for all employees and applicants for employment on the basis of their demonstrated ability and competence without unlawful discrimination on the basis of their race, color, national origin, ancestry, religion, sex, pregnancy, sexual orientation, gender identity, gender expression, age, disability, protected veteran status, or any other status protected by applicable state or federal law. This policy shall not be interpreted in such a manner as to violate the legal rights of religious organizations or the recruiting rights of military organizations associated with the Armed Forces or the Department of Homeland Security of the United States of America. For more information, call the Vice Chancellor of Human Resource Services/Affirmative Action officer at 573-882-4256.

To request ADA accommodations, please call the Disability Inclusion and ADA Compliance Manager at 573-884-7278.

## **EEO IS THE LAW**

### **Columbia Missouri Information**

Columbia, Mo., is known as an ideal college town, combining small-town comforts, community spirit and low cost of living with big-city culture, activities and resources. Home to nationally renowned public schools and other colleges and educational centers, Columbia is packed with restaurants and entertainment venues and hosts more than a dozen annual cultural festivals.

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