

Vacancy Announcement ISU Extension Summer Outreach Educator Cedar County Extension

Terms of Employment:

- Temporary Summer Position
- May 21-July 27, 2018
- 30 hours per week
- \$11.75 per hour
- Mileage reimbursement, \$.54.5 when on official business

Job Description:

- Organize supplies and materials needed to conduct summer programs.
- Plan, conduct and evaluate science and recreation related programs for youth Preschool – 8th grade.
- Provide leadership for summer programming, often in outdoor setting.
- Supervise children in program and ensure their safety.
- Work with supervisors to secure necessary supplies for program.
- Submit records of program participation, program evaluation, wage, and mileage reports as required.
- Maintain regular contact with program coordinators.

Minimum Qualifications:

- High school graduate preferred.
- Demonstrated interest and ability to work with youth.
- Demonstrated responsibility and leadership skills.
- Ability to communicate with youth, parents and Extension staff.
- Access to reliable transportation.
- Experience with group management and program management desirable.

Return application to Cedar County Extension, 107 Cedar St Tipton, IA 52772 or to below emails by February 23rd at 4pm.

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