



Does your county have a county director or similar position? If yes, what is that title and please describe the position responsibilities or attach the formal position description.

How is your current structure working for your county? Strengths? Concerns?

Does your county share a county paid staff with another county or pool resources to jointly hire staff person that serves multiple counties? If yes, please give examples. Please share experiences and best practices. What would you recommend to other counties?

**Staff Hiring, Supervising, Reviewing, Development:**

Who is responsible for hiring, annual performance review and coaching of county paid staff? Does the council do all of it? Does the council hire and review the county director or office manager and leave him/her to review the remaining staff? How is your approach working for the council and the staff? What would you recommend to other counties?

**ISU Staff in County Office:**

Do you house a Field Specialist or Regional Director in your office? If yes, what is the individual's name and title? What role if any do they have in the county office?

**County Program Delivery:**

To help us better understand how programming is delivered in your county please complete the following table. Specifically, what is the role of county paid staff in programming across the four program areas (4-H, Ag & Natural Resources, Human Sciences, Community and Economic Development)? Please use the following scoring system. Note, this is about the depth of involvement and not the amount of time. For example, showing PSEP or MAC videos may take a lot of time, but not much depth of involvement.

0 = not part of county staff role.

1 = little involvement (show a video, handout publication, direct people to specialist)

2 = moderate involvement (co-presents, schedules specialists, finds answers)

3 = significant involvement (plans and conducts events, chooses and presents curriculum, regular column or radio show, answers technical questions, engages with local organizations).

Role	4-H	ANR	Human Science	CED
Deliver content				
Client questions				
Coordinate programs with specialists				
Meeting logistics				
Marketing and promotion				
Evaluate and report				
Volunteer management				
Use social media				
Develop partnerships				
Local media				
County fair				
Grant writing/external funding				
Other program functions, please define				

Please add additional comments about the role of county paid staff in programming if appropriate. What is working well? What are challenges? If you had more time or resources to apply to this table where would you put them?

**Local Presence:**

Local presence and engagement is part of what Extension and Outreach does. Please explain the role of county paid staff, your Regional Director and Field Specialists in developing and maintaining a local presence, partnerships and involvement in the community. This may include, but not limited to belonging to civic organizations, serving on committees or boards, calling on partners, or developing new partnerships. What is working well? What are challenges?

**Operations**

Extension District operations are part of extension success locally. On a scale of 1-5, with 1 being very little and 5 being a great deal, what role do county staff, county councils and Regional Directors play in your county for the following functions? Please add additional comments if appropriate.

Role	County staff	County council	Regional Director
Program planning			
Needs assessment			
Human resources			
Budget and finance			
Daily office function			
Risk management (background checks, volunteer training, liability insurance, etc)			
Building partnerships			
Audience recruitment			
Civil rights goals			
Bringing ISU resources to your county			
Other, please define			

What else would you like for the Structured for Success committee to know about how your county is organized and it operates?

What works well and what is not working so well?

What recommendations or requests do you have for the committee?