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# A N N O U N C E M E N T

September 5, 2023

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (TENURE/NON-TENURE TRACK APPOINTMENT, FULL-TIME, SUBJECT TO THE AVAILABILITY OF FUNDS):

## #097-23 EXTENSION AGENT II TO EXTENSION AGENT III (4-H & YOUTH PROGRAMS)

<b>Location:</b>	<b>College of Natural and Applied Sciences/Cooperative Extension &amp; Outreach</b>
<b>University Information:</b>	<p>The University of Guam is the premier institution of higher education in the Western Pacific. It is a land-grant, a sea-grant, and a space-grant institution, accredited by the Western Association of Schools and Colleges Senior Commission. Located in the village of Mangilao on the island of Guam, the campus overlooks the beautiful Pago Bay and the University's world-class Marine Laboratory and Water and Energy Research Institute of the Western Pacific. The University has 3,400 students, 47% of Asian ethnicity and 45% of Pacific Islander ancestry, providing a uniquely diverse campus and multicultural atmosphere. As a regional, comprehensive, open-admissions institution, the University awards degrees at the certificate, baccalaureate, and master's levels through its two colleges and four professional schools. The institution's mission of Ina (to Enlighten), Diskubre (to Discover), Setbe (to Service) serve as the foundation for the institution's Para Hulo' strategic plan, with its vision to transform lives and advance communities as a land-grant, a sea-grant, and a space-grant university. One of the university's key strategic initiatives is to be recognized as a research university centered in Island Wisdom. Island Wisdom acknowledges that Pacific ways of knowing and Western models of higher education are central to the institution's teaching, research, and service endeavors, and that balanced consideration of the ideas that emerge from them is essential to the prosperity and sustainability of island communities. Through its robust research portfolio fueled by extramural funding from competitive grants and contracts, the University delivers public value through dedicated and capable administration, faculty, students, and staff. As a complement to the research carried out at the institution, the University of Guam has an active press dedicated to publishing research and writing about Guam and Micronesia. A variety of publishing opportunities are available to UOG faculty, employees, students, and members of the communities we serve through the University of Guam Press. UOG is a safe and secure campus, where the institution places paramount importance on the physical, intellectual, emotion, and spiritual wellbeing of its students and employees. It fosters open dialogue and collegiality based upon mutual respect for diverse perspectives. The university has enacted processes to ensure the physical safety of the campus (most recent information may be accessed at <a href="https://www.uog.edu/life-at-uog/safety-security">https://www.uog.edu/life-at-uog/safety-security</a>) and a policy that encourages open dialogue and respect for all points of view. Community responsive academic programs, robust research agenda, ample publishing opportunities, and commitment to community make the University of Guam an exciting place to be for many years to come.</p>
<b>General Description:</b>	<p>The University of Guam is looking for an individual who is interested in new challenges and opportunities for professional and personal growth. This position calls for someone who is self-motivated and adaptable, intelligent, possesses a global vision and who is interested in working in a dynamic, multicultural institution.</p>
<b>Unit Description:</b>	<p>The Dean of the College of Natural and Applied Sciences (CNAS) serves as the Director of the Cooperative Extension &amp; Outreach (CE&amp;O) and the Western Pacific Tropical Research Center (WPTRC). Within the CE&amp;O, there are four (4) program areas including (1) Family &amp; Consumer Sciences, (2) 4-H, (3) Community Development, and (4) Agriculture and Natural Resources (ANR). CE&amp;O houses one (1) 4-H faculty (the advertised position), two (2) Community Development faculty, two (2) Nutrition faculty, one (1) Food Scientist, one (1) family &amp; consumer sciences faculty and four (4) ANR faculty as well as several Extension associates and assistants. University of Guam/Cooperative Extension &amp; Outreach enables the multicultural community of Guam to make informed decisions through non-formal education programs based on research and (identified) local needs.</p>
<b>Character of Duties:</b>	<p>This position is a 12-month tenure track Extension faculty position in 4-H &amp; Youth Development. The successful candidate will have as his/her primary role "Extension and Community Outreach" and will be expected to plan, organize, implement, and evaluate non-formal AREERA-aligned Extension programs for 4-H in Guam and the Western Pacific region; supervise 4-H unit staff and collaborate with community partners. Additional extension roles include working with and coordinating extension programs that are in accordance with the National Institute of Food and Agriculture (NIFA) Reporting System (NRS) approved plan of work for Guam with a focus on youth, STEAM, health, and life skills. The successful candidate must also be willing to support the teaching and research efforts of the College of Natural and Applied Sciences (CNAS). As a tenure track faculty, the successful candidate must meet the tenure requirements to develop a portfolio of accomplishments that reflect a minimum of 25% Creative Scholarly Activities or Research and 15% University and Community Service as well as a minimum of 60% within the primary endeavor (Extension and Community Outreach) during the first five years of the tenure track appointment.</p> <p>The Extension Agent works as a member of the University of Guam Cooperative Extension Service team and as a representative of the University of Guam. The successful candidate will work in CE&amp;O, providing leadership support for the UOG 4-H unit, working across the various Extension Plan of Work areas.</p> <p>The successful candidate is expected to develop and enhance an effective and relevant 4-H educational youth development program that supports the growth and development of life skills among both youth and adult audiences; provide programmatic leadership and support for 4-H Club programs throughout the island; Prepare volunteers to take on increasing leadership roles in the community and within Extension; Provide leadership and support for school enrichment and outreach programs for youth in areas of expertise, youth leadership, health/wellness, and STEAM topics; Implement evidence-based or develop educational programs that are relevant to the diverse multicultural demographics and that address the needs of the youth and their families; Conduct workshops, organize 4-H clubs in the school system and community; Recruit and supervise volunteers; Develop formal and non-formal publications; Develop, implement, and evaluate programs aligned with USDA-approved plans of work; Teach a college level course in his/her area of discipline at least one semester per academic year and is expected to participate in University and College committees as well as</p>

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community service and research endeavors; and Regional participation in the US Affiliated Pacific is encouraged.

**Qualifications:**

**Minimum:** 1) Earned Master’s Degree in extension programming with an emphasis in youth development or other job-related field, from a U.S. regionally accredited institution or foreign equivalent. 2) At least four (4) or more years’ experience working in Cooperative Extension & Outreach or other non-formal instruction and/or related outreach programs in a leadership/management capacity; demonstrated ability to secure and manage competitive grants. 3) Demonstrated ability to effectively communicate and collaborate with or mentor students, colleagues and the community, both orally and in writing. 4) Ability and willingness to work with people of diverse cultures, backgrounds and economic status. 5) Demonstrated ability and willingness to teach online.

**Preferred:** 1) Ph.D. in extension education with an emphasis in youth development or other job-related field, from a regionally-accredited U.S. institution or foreign equivalent. 2) Experience working in and knowledge of the land grant system and Cooperative Extension & Outreach program delivery. 3) Demonstrated ability to secure and manage competitive grants. 4) Three (3) years of work experience with issues related to youth, families and children. 5) Knowledge of or experience in working with Pacific Island populations. 6) Experience working and teaching in online learning programs.

**Salary Level:**

Salary will be commensurate with qualifications and experience relevant to the position. The following salary figures are for twelve (12) months:

Extension Agent II	\$44,419 - \$88,231 Per Annum
Extension Agent III	\$51,314 - \$104,238 Per Annum

Compensation for employment shall not commence until all hiring conditions are met, including required employment visa. Annual salary will be prorated, if start of employment is delayed.

**Appointment/  
Relocation:**

The position is a twelve (12) month faculty position, three-year tenure track or non-tenure track contractual appointment. The University provides relocation assistance to new employees if hired off-island on a three-year initial contract. Provided are travel expenses for the applicant and the applicant’s spouse (as defined by Guam Law) and children under the age of 18 by the least expensive and most direct air route from the point of hire and for moving household goods to Guam by the least expensive carrier up to 3,500 pounds for a family and 1,750 pounds for an applicant without dependents. Insurance of household goods, if desired, is at the employee’s expense.

**Benefits:**

Fringe benefits include a medical and dental plan, life insurance, cafeteria plan (flexible tax benefit plan), annual leave, sick leave, and the Government of Guam retirement plan.

**Application  
Process:**

Applicants for University of Guam faculty positions must complete an online job application through the UOG’s online employment portal at <https://uog.peopleadmin.com>. Please have the following documents prepared and ready to upload with your application:

- (1) Letter of Intent, stating interest
- (2) Up-to-date curriculum vitae or resume
- (3) Copies of all graduate and undergraduate transcripts

Applicants who are short-listed for an interview will be required to provide a short (approximately 5 minutes) video clip of their lecture or presentation.

**Special Instructions for References:** Three (3) current letters of recommendation from persons knowledgeable about your academic and professional performance must be provided by providing a list of at least three (3) references to be contacted on the References section of the online application. Enter each reference by clicking on the “Add References Entry” button. Provide the name, title, email address, mailing address, and telephone number of each reference. A system automated email will be sent to each reference’s email address with a link to attach their reference letter to your application.

**Selected candidate** must provide official transcripts prior to hire date. For further information, please contact Dr. Tim Castro de La Cruz, Chair, 4-H & Youth Programs Committee at [delacruz237@triton.uog.edu](mailto:delacruz237@triton.uog.edu) or the Human Resources Office at [uoghro@triton.uog.edu](mailto:uoghro@triton.uog.edu), telephone number, (671) 735-2350 or fax number at (671) 734-6005.

**Police and Court Clearance:** Pursuant to Public Law No. 28-24 and Executive Order 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

**Application  
Deadline:**

Optimal submittal date is September 30, 2023 (Chamorro Standard Time/UTC+10) when review of received applications will begin. Applications will be accepted no later than October 30, 2023 (Chamorro Standard Time/UTC+10).

(Note to applicants in the mainland United States: Please be advised that Guam is a day ahead of the mainland United States.)

For further information about the University of Guam, visit our Web Site at <http://www.uog.edu>. General information about Guam is available at <http://www.visitguam.org>. For local newspapers, The Pacific Daily News is available at <http://www.guampdn.com> and The Guam Daily Post is available at <http://www.postguam.com>.

**Work Eligibility:**

**Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant’s suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant’s eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job-related sources from legal liability for the information provided.**

**Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.**


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Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the University of Guam, you will be required to present valid documents to comply with this law.

The University of Guam is an equal opportunity employer and provider.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, located at the EEO/ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

  
Joseph Gumataotao (Sep 5, 2023 15:20 GMT+10)  
**JOSEPH B. GUMATAOTAO**  
Chief Human Resources Officer