Application Procedures for Hiring a
Frontier District 4-H Youth Development Program Manager

Title: Frontier District 4-H Youth Development Program Manager

Location: The 4-H Youth Development Program Manager will be housed at the Frontier District office in Garnett, Kansas.

Screening of Applications Begins: Screening will begin immediately and continue until the position is filled. Submit a COVER LETTER, RESUME AND APPLICATION to Rebecca McFarland, 1418 South Main, Suite 2, Ottawa, KS 66067 or email to rmcfarla@ksu.edu.

Responsibilities: The 4-H Youth Development Program Manager is a full-time salaried position. Overnight travel and evening and weekend work will be required.

Qualifications:
- Bachelor’s degree in education, youth development, sociology or related field
- Significant experience in youth development organization (as a member, volunteer, leader, paid staff member, or some combination).
- Ability to communicate effectively both verbally and in writing.
- Access to a personal vehicle and the ability to obtain/maintain a valid Kansas Driver’s License.

See “4-H Youth Development Program Manager Job Description” at http://www.frontierdistrict.ksu.edu

Benefits of position: Starting annual salary of $35,575.00 commensurate with experience
Annual leave – 8 hours/month
Sick leave – 8 hours/month
9 designated paid holidays
KPERS Retirement Plan

How to Apply: Your application must include the “Application for Employment” which can be found at http://www.frontierdistrict.ksu.edu, a cover letter and resume.

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