



# Associate Dean and Director of Cooperative Extension

## Position Profile





# The Opportunity

The University of Delaware seeks nominations and applications for the position of Associate Dean & Director of Cooperative Extension and Outreach in the College of Agriculture and Natural Resources (CANR).

The Associate Dean & Director of Cooperative Extension serves as the chief administrative officer for Cooperative Extension and supports and implements the land-grant mission of The University of Delaware. The individual is responsible for the leadership and statewide coordination of programs in Sustainable Production Systems in plant and animal agriculture, Environmental Stewardship to best respond to a changing climate and protect Delaware's natural resources, Health and Well-being to support health, wellness, and food safety and availability in the community, 4-H and Youth Development, Community and Economic Development, and aspects within these areas for the citizens of Delaware and other stakeholders.

The Associate Dean & Director of Cooperative Extension reports to the Dean of the College of Agriculture and Natural Resources and is a member of the Dean's Administrative Leadership Team within the College composed of the Dean, Associate Deans, Assistant Deans, and Department Chairs.



## Responsibilities

- Provide overall administrative, organizational, and programmatic leadership for the University's outreach efforts through Cooperative Extension.
- Provide leadership for all Extension programs and personnel. Identify staffing needs at both the field and faculty levels, provide input for hiring, and manage funding in support of personnel staffing. Provide input to University departments regarding faculty positions and performance.
- Manage personnel and operating expenses related to federal Smith-Lever funds, state funds, and local funding as well as grants, contracts, and gifts.
- Facilitate communication of Extension programs with University faculty, staff, and administration.
- Hold a secondary faculty appointment in one of the academic departments in CANR according to specific area of expertise.
- Establish key relationships with existing and new organizations internal and external to the University.
  - Internal relationships include campus and non-campus-based faculty and staff as well as academic units in CANR and the other University of Delaware academic colleges for research, teaching, and extension opportunities, the CANR Advisory Board, the Council for Outreach and Engagement, and the Delaware 4-H Development Foundation. The candidate should foster knowledge of Extension programming at the Vice President, Provost, and President levels and provide leadership to University Outreach and Engagement Initiative efforts to sustain Carnegie Outreach and Engagement certification and opportunities to collaborate within the University of Delaware.
  - External relationships include other educational institutions and external partners related to each of the programmatic areas. These relationships will include multi-state efforts, the Delaware Council of Farm Organizations, the Northeast Extension Directors Association, the Extension Committee on Organization and Policy (ECOP) advisory councils, stakeholder groups, commodity groups, youth serving organizations, and non-profit organizations.
- Provide leadership for National Institute of Food and Agriculture (NIFA) program planning and reporting on a yearly basis in conjunction with Delaware State University. Conduct statewide needs assessment and a statewide plan of work for Extension and research on a 5-year basis. Routinely work with Deans and academic departments for integration of research and extension efforts.

- Pursue additional funding opportunities to sustain and expand the programmatic efforts of University of Delaware Cooperative Extension. Coordinate efforts of business manager, grant and contracts manager, and CANR fiscal manager.
- In conjunction with the Development Office, devise a strategy for short- and long-term gifts. Manage existing development funds and create new accounts. Maintain relationships with existing partners and build new partnerships with potential funders and donors.
- Broadly understand public policy in the state and Mid-Atlantic region. Develop relationships with legislative and governmental leaders at the state and national levels and provide routine communications related to programmatic impact as well as funding needs.
- Enhance grant funding revenue and resources. Coordinate with the CANR grants manager related to personnel and processes to support grant award opportunities and pre-award functions as well as post award activities related to grants and contracts.
- Partner with CANR Communications and Extension communicator positions on a routine basis to enhance the written and online presence of Cooperative Extension.
- Ensure that Cooperative Extension is actively engaged with communities, businesses, and agricultural industry in accordance with all pertinent civil rights guidelines and provide documentation of these efforts in addition to diversity, equity, and inclusion training and implementation efforts.
- In conjunction with the CANR Dean and Associate Deans, coordinate Extension efforts related to the CANR Master Plan and the University President's Strategic Priorities and duties in the Associate Dean role as assigned by the Dean.

# Qualifications

The ideal candidate will have the following professional qualifications:

## Education

- A doctorate degree in agriculture or an agriculture-related field such as natural resources, animal science, plant science, food science, applied or agricultural economics, extension education, community development, human development and family sciences, or education administration.

## Experience

- Demonstrated programmatic work and leadership experience in the Extension Service or at a land-grant institution equivalent to the rank of Professor.
- Demonstrated knowledge of Extension Service contemporary issues and trends in agriculture.
- A minimum of 5 years of experience supervising and evaluating employees and teams, with preference given to candidates with experience managing faculty and staff in higher education conducting teaching, research, and service in the agricultural sciences.
- Experience managing complex budgets and hiring plans.
- Ability to prioritize needs, develop goals and objectives, and advocate for the organization.
- Ability to communicate a clear vision, develop strategic plans, and create and implement effective Extension Service programs.
- Evidence of sound judgment and decision-making.
- Strong interpersonal skills that foster collaboration, interdisciplinary teamwork, welcome expression of diverse perspectives, and maintain a workplace of civility and respect.
- Skills in conflict resolution and consensus-building.
- Ability to work with diverse populations and teams.



## About the University of Delaware

The University of Delaware (UD) is a public research university located in Newark, Delaware. It is the largest university in Delaware, with an enrollment of over 22,000 students. UD was founded in 1743 as the Newark Academy, and it became a state college in 1833. The university was renamed the University of Delaware in 1843.

UD offers over 150 undergraduate degree programs, 121 master's programs, and 55 doctoral programs. The university is also home to the Delaware Biotechnology Institute, the Delaware Energy Institute, and the Delaware Sea Grant College Program. UD is a member of the Association of American Universities (AAU), a group of 65 leading research universities in the United States and Canada. UD is also a member of the Big Ten Conference, a collegiate athletic conference in the United States.

The university's alumni include Nobel Prize winners, Pulitzer Prize winners, and business leaders. UD is also home to the University of Delaware Libraries, which are one of the largest academic libraries in the state. To learn more about the University of Delaware, please visit: <https://www.udel.edu/>.

## UD Mission

The University of Delaware exists to cultivate learning, develop knowledge, and foster the free exchange of ideas. State-assisted yet privately governed, the University has a strong tradition of distinguished scholarship, which is manifested in its research and creative activities, teaching, and service, in line with its commitment to increasing and disseminating scientific, humanistic, artistic, and social knowledge for the benefit of the larger society. Founded in 1743 and chartered by the state in 1833, the University of Delaware today is a land-grant, sea-grant, and space-grant university.

The University of Delaware is a major research university with extensive graduate programs that is also dedicated to outstanding undergraduate and professional education. UD faculty are committed to the intellectual, cultural, and ethical development of students as citizens, scholars and professionals. UD graduates are prepared to contribute to a global and diverse society that requires leaders with creativity, integrity and a dedication to service.

The University of Delaware promotes an environment in which all people are inspired to learn, and encourages intellectual curiosity, critical thinking, free inquiry, and respect for the views and values of an increasingly diverse population.

An institution engaged in addressing the critical needs of the state, nation, and global community, the University of Delaware carries out its mission with the support of alumni who span the globe and in partnership with public, private, and nonprofit institutions in Delaware and beyond.

# UD Values

The University of Delaware embodies its motto—"Knowledge is the light of the mind"—and to spread that light requires a community that nurtures intellectual curiosity and free inquiry, where everyone is empowered to learn and to flourish. This is a community where we celebrate our individual and collective achievements, where we respect diverse backgrounds, values and viewpoints.

The values of the University of Delaware are woven throughout the institution—in our mission statement, in classrooms, offices and laboratories and in our actions. They guide us every day.

## **Academic Freedom**

We each have the responsibility to foster an atmosphere that promotes the free exchange of ideas and opinions. Everyone has the right to benefit from this atmosphere.

## **Diversity and Inclusion**

We welcome and value different backgrounds, perspectives and learning experiences; this is essential for educating global citizens, developing knowledge and advancing and enhancing our world.

## **Innovation**

Revolutionary thinking is part of our DNA—our first students in 1743 helped found this nation. We want to make a significant difference in the world, and we are collaborating across disciplines with risk-taking, creativity and innovation to address the biggest challenges of our time.

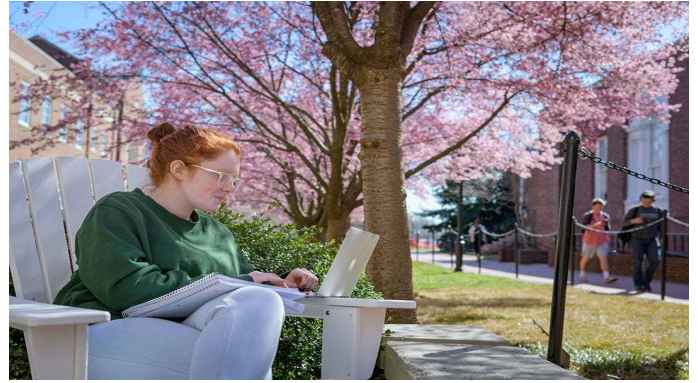
## **Community**

Our supportive, friendly campus community advocates for each individual's voice to be heard. We encourage respect and civility toward everyone, knowing that mutual appreciation and dialogue leads to greater learning.

## **Service**

As an engaged University, we create and capitalize on innovative partnerships with government, industry and the community for economic and civic development. These connections enrich our scholarship, research and creative activity, enhance the curriculum and ultimately contribute to the public good.





## About Newark, DE

The University of Delaware is located in Newark, Delaware. Newark is a charming city with a mix of historic and modern architecture. The city is home to a number of parks and green spaces, including Rittenhouse Park, White Clay Creek State Park, and Newark Reservoir. Newark is also home to a number of museums, including the University Museums at the University of Delaware, the Newark Historical Society Museum, and the Mineralogical Museum.

Newark is a great place to live, work, and raise a family. The city has a strong economy, a vibrant downtown, and a number of great schools. Newark is also a great place to be outdoors, with plenty of opportunities for hiking, biking, and fishing.

Here are some of the things that make Newark a great place to live:

- The downtown area: Newark's downtown area is home to a number of shops, restaurants, and businesses. The area is also home to a number of historic buildings, including the Court Street Historic District and the Newark Public Market.
- The parks and green spaces: Newark is home to a number of parks and green spaces, including Rittenhouse Park, White Clay Creek State Park, and Newark Reservoir. These parks offer a great place to relax, go for a walk, or have a picnic.
- The proximity to Philadelphia: Newark is located just 45 miles from Philadelphia, which offers a number of cultural attractions, professional sports teams, and shopping opportunities.

### NEARBY CITIES

Newark is very close to some of the most interesting cities in the U.S. By car (driving distance), Newark is only:

- 45 minutes from Philadelphia
- 55 minutes from Baltimore
- 2 hours from New York City
- 2 hours from Washington, D.C.
- 6 hours from Boston

In addition, Newark is only 2 hours away from beaches and ski resorts!





## About the College of Agriculture & Natural Resources

The College of Agriculture and Natural Resources (CANR) at the University of Delaware is a land-grant college with a mission to "provide world-class education, research, and extension in agriculture, natural resources, and environmental science." The college offers undergraduate and graduate degrees in a variety of fields, including animal and food sciences, plant and soil sciences, entomology and wildlife ecology, applied economics and statistics, and environmental science.

CANR is home to a number of research centers and institutes, including the Delaware Agricultural Experiment Station, the Delaware Sea Grant College Program, and the Center for Environmental and Life Sciences. The college also operates a number of farm and forest research facilities, including the UD Dairy Farm, the UD Poultry Research and Teaching Unit, and the UD Pine Creek Forest.

CANR is committed to providing students with a well-rounded education that prepares them for careers in agriculture, natural resources, and environmental science. The college offers a variety of opportunities for students to gain hands-on experience, including internships, field trips, and research projects.

CANR graduates are in high demand in a variety of fields, including agriculture, food production, environmental consulting, and government agencies. The college's alumni include a number of successful entrepreneurs, scientists, and policymakers. To learn more about the College of Agriculture & Natural Resources, please visit: <https://www.udel.edu/academics/colleges/canr/>.



UNIVERSITY OF DELAWARE  
**COOPERATIVE  
EXTENSION**



## About UD's Cooperative Extension

The University of Delaware's Cooperative Extension is an educational outreach program that serves as a bridge between the university's research and the local communities in Delaware. It is part of the national Cooperative Extension System, which is a network of land-grant universities and government agencies dedicated to providing practical education and research-based information to the public.

The Cooperative Extension at the University of Delaware focuses on a wide range of areas, including agriculture, natural resources, family and consumer sciences, and youth development. Its primary goal is to deliver research-based knowledge and expertise to individuals, families, businesses, and communities in Delaware, thereby improving their quality of life and promoting sustainable practices.

University of Delaware's Cooperative Extension plays a vital role in connecting research-based knowledge from the university to the people of Delaware. By addressing the needs of farmers, individuals, families, and communities, the Cooperative Extension contributes to the sustainable development and well-being of the state's agricultural, natural resource, and human systems.

The Extension offers a wide range of programs, including:

- Agriculture and natural resources: The Extension offers programs on topics such as gardening, lawn care, and sustainable agriculture.
- 4-H: The Extension's 4-H program provides youth with opportunities to learn about agriculture, leadership, and citizenship.
- Family and consumer sciences: The Extension offers programs on topics such as nutrition, health, and financial literacy.
- Environmental stewardship: The Extension offers programs on topics such as recycling, composting, and water conservation.

To learn more about the University of Delaware Cooperative Extension, please visit:

<https://www.udel.edu/canr/cooperative-extension/>

# 3

## Nomination and Application Process

Greenwood Asher & Associates is assisting University of Delaware in this search. Applications and nominations are now being accepted.

# Compensation

The University of Delaware provides an excellent benefits package and competitive salary that is commensurate with experience and job qualifications.

## How to Apply

Applications and nominations are now being accepted. Inquiries, nominations, and application materials should be directed to Greenwood Asher & Associates. Application materials should include:

- A letter of interest addressing how the candidate's experiences match the duties, responsibilities, and qualifications of the position;
- A current résumé or curriculum vitae; and
- The name, title, institution, and contact information of three professional references.

For best consideration, applications should be submitted by **April 22<sup>nd</sup>, 2024**. We strongly encourage submitting application materials as PDF attachments. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made.

## Please direct confidential inquiries, nominations, and application materials to:

**Jeremy Duff, Vice President of Executive Search,**

Greenwood Asher & Associates

E-mail: [jeremyduff@greenwoodsearch.com](mailto:jeremyduff@greenwoodsearch.com)

**Lois Stetson, Senior Executive Search Consultant,**

Greenwood Asher & Associates

E-mail: [loisstetson@greenwoodsearch.com](mailto:loisstetson@greenwoodsearch.com)

For more information about the University of Delaware, please visit [www.udel.edu](http://www.udel.edu).

**Greenwood Asher & Associates**

42 Business Centre Drive, Suite 206  
Miramar Beach, Florida 32550  
850-650-2277  
greenwoodsearch.com

*The University of Delaware is an Equal Opportunity Employer which encourages applications from under-represented minorities and women. The University's Notice of Non-Discrimination can be found at <http://www.udel.edu/aboutus/legalnotices.html>. Employment offers will be conditional upon successful completion of a criminal background check. A conviction will not necessarily exclude a candidate from employment. Candidates must be legally authorized to work in the United States upon hire.*

ization company.