4-H Culinary Club Leader

Context of the Job:
Cooperative Extension is an informal, educational, nationwide network that combines the expertise and resources of federal, state, and local governments to improve people’s lives. For a century, University of Delaware Cooperative Extension has made a difference in the First State by providing quality educational programming to individuals and communities, based on university research and aimed at meeting the expressed needs of our constituents. The outreach arm of USDA and the American land-grant university system, Cooperative Extension takes the University to the people with programming that includes food safety; nutrition, diet, and health; water quality; 4-H and youth development; sustainable agriculture; home gardening; family development and resource management; leadership and volunteer development; and personal safety-on the road, in the home, and on the farm, and much more.

Under the general direction of the 4-H Extension Program Coordinator and the County Extension Director, this job is responsible for providing leadership to the New Castle County 4-H Culinary Club for youth ages 8-12 at the Route 9 Library in New Castle. This is a grant funded position and will be offered contingent on grant funding availability. Pay rate is $15/hr.

Major Responsibilities:

• Coordinate and conduct meetings and youth programming related to Cooking, Foods & Nutrition, and Healthy Lifestyles at the Route 9 Library
• Attend monthly New Castle County Leaders Association meetings
• Teach and engage youth about the greater county/state 4-H program offerings
• Work with project leads to develop a strong Culinary outreach program
• Develop and implement strategies to capture individual and club success
• Other duties as directed by Program Coordinator

Qualifications:

• High School Diploma, Associate Degree preferred, with credits in education, youth development and/or Foods/Nutrition fields
• Valid driver’s license
• Familiarity of Cooperative Extension and 4-H programs
• Excellent organizational, management and human relations skills
• Excellent written communication and public speaking skills
• Knowledge of and experience working in Microsoft Office and Google Drive
• Demonstrate the ability to effectively motivate and work with youth

Special Requirements: This part-time position is 7 hours per week, will require primarily evening work (meetings will be Wednesdays, 6-8 pm. Prepping for meetings, set up and clean up
will round out the remaining 5 hours), and may require weekend work with flexible scheduling. This position does not offer benefits. Valid driver’s license and reliable means of transportation required. Employment is contingent upon passing a comprehensive background investigation including fingerprints/criminal history, which indicates that the individual is suitable for employment in compliance with applicable federal and/or state regulations.

**Contact:** Please e-mail your cover letter, resume, and three references including name, telephone number, and address to Jenny Trunfio jtrunfio@udel.edu

Employment offers will be conditioned upon successful completion of a criminal background check. A conviction will not necessarily exclude you from employment.

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