



Associate Dean and Director for Extension and Outreach to Human Sciences Job Posting

Summary of Duties and Responsibilities:

Iowa State University Extension and Outreach (ISUEO) and the College of Human Sciences (CHS) is seeking an exceptional individual to lead its Human Sciences program to enhance the impact of Iowa State University (ISU) on the lives of Iowans. The Associate Dean and Director, also referred to as Program Leader within the National Cooperative Extension Service, provides strategic leadership and administrative management for the Human Sciences Extension and Outreach (HSEO) program. Specifically, this person provides leadership, motivation, strategy, vision, resource management, and coordination for the development and delivery of HSEO programs and faculty/staff development that address the diverse needs in Iowa communities and beyond. The Associate Dean and Director is an essential member of the Extension Leadership Team and the College of Human Sciences Cabinet. In keeping with the university's land-grant mission, the human sciences program works collaboratively within Extension and Outreach and with other mission areas of research and teaching to focus the resources of Iowa State University toward positive outcomes for all Iowans.

Iowa's human sciences extension and outreach programs are delivered across the state through 100 county extension offices by a network of ISU faculty and staff, in addition to county paid staff reaching individuals, families, employers and communities through a variety of delivery methods. Partnerships with ISU colleges, other extension units, county extension councils, state government agencies, other universities, non-profit organizations, foundations, the United States Department of Agriculture (USDA), and many others are essential to the success of the human sciences extension program. The Associate Dean and Director serves as a key leader in developing and supporting these partnerships. This position is expected to work with faculty, staff, and administration to seek and secure additional resources from public and private sources to support human sciences extension programs and initiatives.

The Associate Dean and Director is responsible for leading and developing a long-term strategy for human sciences extension and outreach programming. Candidates are expected to support and inspire a collaborative environment that fosters the open exchange of ideas and innovations through a culturally and intellectually diverse environment. This position will also support and provide stewardship for strategic collaborations across all mission areas (research, teaching, and extension), other extension program areas of agriculture and natural resources, 4-H youth development, community and economic development, as well as other universities and with government agencies and non-profit organizations. The successful candidate will participate in the recruiting, hiring and orientation of new extension professionals and facilitate professional development to enhance program outputs, outcomes, and impacts. This position will also identify financial, human, and in-kind resources to enhance programming and pursue regional and national opportunities to enhance multi-state extension programming and new resources to support human science extension efforts. This position has a robust team to support administrative leadership, resource management, staffing, communications and evaluation.

The Associate Dean and Director position is a 12-month full-time appointment and reports to the Vice President for Extension and Outreach and the Dean of the College of Human Sciences for an initial term of five years. The appointment will be renewable upon mutual agreement of all parties. The successful candidate must meet the qualifications for a tenured faculty position as the rank of professor at Iowa State in one of the departments/school in the College of Human Sciences.

Responsibilities include:

Program Leadership

- Serve as the Associate Dean and Director of ISU Extension and Outreach, Human Sciences
- Provide visionary leadership for the College's extension and outreach efforts to serve the needs of stakeholders, faculty, and staff to advance the college and university's mission and strategic priorities.
- Lead the Human Sciences extension and outreach efforts by working with College and Extension unit leaders to develop teams, collaborations, strategies, and action plans to continue the College's reputation as a national human sciences model for integrating research, teaching, extension and outreach, in addition to developing and sharing innovations and best practices locally, regionally, and nationally.
- Effectively communicate the vision, mission, and strengths of the college and extension within Iowa State University and to external stakeholders and collaborators in the public and private sectors.
- Be a collaborative member of the college leadership teams and university extension leadership teams.
- Foster a collegial, transparent, welcoming, and accessible working environment in which all faculty and staff work toward the college and extension's purposes.
- Collaborate with other ISU departments and units, extension and outreach program units, and 28 county extension education regions to create and execute excellent programs, particularly in the focal areas of family, food, finances, disaster resilience, and behavioral health.

Program Administration

- Assist college leaders in enhancing the integration of extension and outreach, research, and teaching in collaboration with college leaders.
- Provide leadership, particularly as related to extension and outreach efforts, for the Human Sciences Dean's Advisory Council.
- Develop and maintain effective partnerships on campus as well as at state, multi-state, and national levels to enhance programming efforts focused on human sciences.
- Develop and manage entrepreneurial approaches to procure revenue through grants, contracts, gifts, and fees to support and expand ISU Extension and Outreach programs, including managing a multi-million dollar budget.
- Provide leadership for needs assessment, development, delivery, and evaluation of issues-based and interdisciplinary Human Sciences Extension and Outreach programs within the university and with outside agencies, with an emphasis on health and wellness, economic development, and food and environment.
- Direct and facilitate use of educational and communication technologies and creative formats for reaching a variety of constituents.
- Recruit, hire, supervise, and evaluate a diverse campus and field staff funded from base budgets and revenue generation.
- Provide direction for the development and implementation of college extension and outreach programs, budgetary, and management policies as a member of the College and University Extension and Outreach administrative teams
- Participate in the 12-state North Central Regional Family and Consumer Sciences Program Directors meetings.

Scholarly Activities

- Contribute to the academic success of the College as a faculty member by supporting graduate students, conducting research, guest lecturing, and producing scholarly products as appropriate for Extension and Outreach.
- Lead teams and serve as principal investigator on external and internal grant-funded projects.

Required Minimum Qualifications:

- Terminal degree/Doctorate in human sciences disciplines or related fields of study.
- A record of scholarly activities to qualify for tenure at the rank of professor in human sciences fields of study.
- Three (3) years of related experience in working with higher education or Extension.

Preferred Qualifications:

- Demonstrated expertise with collaboration and goal planning
- Demonstrated expertise with personnel management
- Demonstrated expertise with budget management
- Demonstrated accomplishments in leading, mentoring, facilitating the professional development of others, and team building
- Demonstrated expertise in working with external stakeholders
- Nationally recognized extension and outreach profile

Iowa State University College of Human Sciences

For additional information about the college visit <https://hs.iastate.edu/>

Iowa State University Extension and Outreach

For additional information about ISU Extension and Outreach visit <https://www.extension.iastate.edu/>

Iowa State University College of Human Sciences Extension and Outreach website:

For additional information about HS Extension and Outreach visit

<https://www.extension.iastate.edu/humansciences/>

Application Instructions:

To apply for this position, please click on “Apply” and complete the Employment Application. Applications may be accepted until the position is filled. However, to receive full consideration, applications should be received by March 15, 2024. The following items are required to apply for this position.

- 1) Resume/Curriculum Vitae
- 2) Letter of Application/Cover Letter
- 3) Contact Information for Three References including name, contact information, nature of relationship and number of years known. References will not be contacted without permission.
- 4) Statement on leadership experience. (maximum one page)
- 5) Statement on accomplishments or commitments related to the responsibilities listed above. (maximum one page)

Applications that do not include the five documents listed above will not be considered.