

Collin County Position Requisition

Position title Tech I – Part-Time	Position Number 201470	Department Name/Number County Extension Service/7001	New Position/Replacement Replacement																									
Person Being Replaced Beth Jacobsen		Tenure of Person Replaced ~ 7 months	Estimated Position Fill Date July 1, 2010																									
Is This Position Legally Mandated? NO	Legislation/Code Mandating Position n/a		Regular or Temporary Regular																									
			Full-Time or Part-Time Part-Time																									
Position Duties/Responsibilities																												
<p>Responsible for assisting the County Extension Staff in expanding the curriculum enrichment program by reaching new and existing audiences.</p> <p>Will help in developing and updating of curriculum enrichment programs based upon recommendations and review of county issues identified by committee members and county stakeholders.</p> <p>Will aid in developing plans for targeting audiences and for the expansion of the curriculum program.</p> <p>Will secure and deliver program materials and/or equipment to be used in training volunteers and implementation of programs, recruit volunteers to conduct programs with targeted clientele, conduct orientation and training of volunteers to include in-service for teachers and work with community resources, and will present curriculum programs as needed.</p>																												
Statistical Data Supporting Need For Position/Ramifications of Not Filling Position																												
<p>Allows more schools to be serviced at the same time. The Tech I and agent have the ability to split forces and work with different schools at the same time.</p> <p>More programs to be developed. The Texas AgriLife Extension Service is constantly updating old curriculum and developing new curriculum to cover the current topics of our times. The program assistant has helped construct programs, gather research-based information, and update old, but relevant, curriculum for youth here in Collin County.</p> <p>The Tech I allows Texas AgriLife Extension Service to provide schools expertise in programming even while agent is out of the county or area fulfilling job duties associated with the 4-H program.</p> <p>Without the program assistant, Texas AgriLife Extension Service would not be able to reach as many schools and students and still provide the high quality service that has made our curriculum enrichment programs such a success.</p>																												
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Position Grade 630	Starting Salary \$10,400	Cost Including Benefits \$21,911.72	Funding Source of Position County Funds																									
Department Head/Elected Official Approval			Date Requested 7/1/10																									