

Department of 4-H Youth Development and Family & Consumer Sciences
Staffing Descriptions

Dr. Marshall Stewart – Associate Director, NCCES, Department Head, State Program Leader, Associate Professor. Provides leadership and coordination for the Department of 4-H Youth Development and Family & Consumer Sciences and State 4-H and FCS Program. Provides oversight and management for the budget and strategic planning efforts for 4-H and FCS in North Carolina. Develops alliances and partnerships with other related groups to further the vision, mission and goals of the 4-H youth development and FCS programs. Works closely with the leadership team of NCCES and CALS.

Contact Information: 919.515.1681 or marshall_stewart@ncsu.edu

Dr. Thearon T. McKinney – Professor and Associate State 4-H Program Leader. Leads the overall 4-H Developing Responsible Youth Programming effort and the Youth Program Development and Delivery Team.

Contact Information: 919.515.8472 or thearon_mckinney@ncsu.edu

Dr. Carolyn Dunn – Professor, Nutrition Specialist and Associate State Program Leader. Areas of expertise include nutrition and physical activity education for children, youth and families as it relates to healthy weight. Works as part of the Executive Committee for the Eat Smart, Move More North Carolina initiative.

Contact Information: 919.515.9142 or carolyn_dunn@ncsu.edu

Christiana Boyle – Business Officer and Manager. Serves as Personnel and Payroll Manager. Oversees and manages departmental budgets and contracts & grants processes. Supervises permanent and temporary SPA employees and assists the Department Head with day-to-day management of various departmental functions and processes.

Contact Information: 919.515.9127 or christiana_boyle@ncsu.edu

Ellen Reinhard – Executive Assistant. Manages the Department Head's calendar and provides support for the Department Head and administrative team.

Contact Information: 919.515.8466 or ellen_reinhard@ncsu.edu

4-H Youth Development Program

Cintia Aguilar - Cintia Aguilar – Extension Associate. Latino Affairs Facilitator for the Department of 4-H Youth Development and Family & Consumer Sciences and the overall North Carolina Cooperative Extension system (NCCE).

Contact Information: 919.513.0311 or cintia_aguilar@ncsu.edu

Pamela Allen – Administrative Support Associate.

Contact Information: 919.515.8425 or pamela_allen@ncsu.edu

David Brittain - Extension Assistant, 4-H/Air Force Partnership, located in Alexandria, Virginia. Team leader for the Air Force youth Health and Fitness initiative, FitFactor.

Works with Air Force base staff on 4-H club programming, conducts trainings, and provides technical assistance. Provides leadership, support and coordination to Air Force youth development staff that establish and sustain 4-H clubs and programs for youth of military families with a special emphasis on youth fitness. Works closely with AF Camping programs, Youth of the Year program, CYFAR and NAE4-HA events.
Contact Information: 703.604.6427 or David.Brittain@pentagon.af.mil

Ken Burgess – Extension Associate/4-H Camping Associate. Assists in the administration of the North Carolina 4-H Camping system. Serves as the primary point of contact for Betsy Jeff Penn and Sertoma 4-H Camps.
Contact Information: 919.515.8483 or ken_burgess@ncsu.edu

Dr. Mitzi Stumpf-Downing - Dr. Mitzi Downing* - Extension Assistant Professor & Specialist. Provides leadership to the 4-H Youth Development Workforce Development and K-12 Long Range Focus Areas, Director of the 4-H Center for Youth Development Research and Innovation, Coordinator for State & Federal Reporting practices (ES-237), 4-H PRK-C Domain Leader for Equity, Access and Opportunity and Partnership and Collaboration, Serves as the 4-H Marketing Specialist, State Co-Coordinator for the NC 4-H Centennial Initiative. Conducts scholarly and creative work related to youth development, workforce development, entrepreneurship, diversity and 21st Century skills.
Contact Information: 919.515.8487 or mitzi_downing@ncsu.edu/ Contact Information: 919.515.8487 or mitzi_downing@ncsu.edu

James Draper – Administrative Support Associate. Assists with all state level 4-H Teen Programming efforts. Provides support for Dr. Ben Silliman, David Brittain, Sarah Kotzian, Shannon McCollum, and Dr. Thearon McKinney. Also, answers main telephone line (919.515.3242) to answer questions and direct calls.
Contact Information: 919.515.8470 or james_draper@ncsu.edu

Dr. Harriett Edwards - Assistant Professor and Extension 4-H Specialist, Continuing Volunteer Education. Provides leadership for 4-H Youth Development volunteer development programs, including 4-H Master Volunteer Achievement in Continuing Education (ACE) program. Serves as North Carolina's 4-H Military Liaison. Serves as staff advisor to the NC 4- H Volunteer Leaders' Association and as liaison to the North Carolina Association of Extension Program Assistants, Associates and Technicians. Serves as administrative liaison to the Southwest District. Conducts scholarly and creative work related to volunteer administration.
Contact Information: 919.515.9548 or harriett_edwards@ncsu.edu

J. Scott Enroughty - Extension Assistant for Military Programs. Serves as project manager for North Carolina's Operation: Military Kids (OMK) program and for the Military Clubs programs. Coordinates utilization of state's mobile technology lab in support of military families. Provides training and leadership for the Ready, Set, Go! (RSG!) and Speak Out for Military Kids (SOMK) programs. Also assists with 4-H volunteer development programs.
Contact Information: 919.515.8500 or scott_enroughty@ncsu.edu

Beth Pugh Farrell - Assistant Director of Development Fund, 4-H Camping and Awards. Fundraising for 4-H Camps (including annual campaigns) and fundraising event management for NC 4-H Camps, Conference Centers and Camperships Development liaison with 4-H camping professionals statewide. Fundraising for NC 4-H Awards and Incentives Program.

Contact Information: 919.515.8292 or beth_farrell@ncsu.edu

Crystal Green – Accounting Clerk for Extension Programs. Responsible for all bookkeeping and accounting of 4-H Development Fund and FCS Foundation funds.

Contact Information: 919.513.0136 or crystal_green@ncsu.edu

Kate Guerdat – Extension Associate. Provide statewide training and assistance for counties within the delivery modes (School Enrichment, Clubs, After school, and Special Interest). Completes research on best practices of delivery strategies in order to develop and deliver resources and training to county providers. Conducts scholarly and creative work related to youth program development, International program development, and transfer of training for youth workers. Serves as liaison for the Northeast District.

Contact Information: 919.515.9568 or kate_guerdat@ncsu.edu

Larry Hancock – Extension 4-H Specialist. Provides overall leadership to the six North Carolina 4-H Camps and Conference Centers. Plans, implements and evaluates all aspects of the North Carolina 4-H Camping Program. Directly supervises the 4-H Camp and Center Directors.

Contact information: 919.515.8482 or larry_hancock@ncsu.edu

Jackie Helton – Extension Assistant: Curriculum. To assist and support county and departmental faculty in areas related to curriculum development, management, and training. Duties include organizing and supporting writing teams for new or revised products in support of LRFA objectives and researching grant opportunities for curriculum products and web based interactive materials. Managing curriculum review process, pre-press ordering process, publication/teacher web sites, curriculum blogs and assisting with 4-H Curriculum Committee. Assisting in training, development of training materials and organizing training functions for volunteers, 4-H agents, and subject matter agents. District liaison for the North Central District.

Contact Information: 919-515-8475 or jackie_helton@ncsu.edu

Grenita Renee Jordan - Administrative Support Associate. Works with the 4-H Expanded Food and Nutrition Education Program (4-H EFNEP) supporting Carolyn Rudd and Lorelei Jones.

Contact Information: 919.513.1096 or grenita_jordan@ncsu.edu

Sarah Kotzian - Extension 4-H Assistant - Provides operational support for National 4-H Congress, State 4-H Council, NC 4-H Congress, State 4-H Council Conference, Ambassadors, TRY-IT, TRY-IPS, 4-H Citizenship North Carolina Focus, National 4-H Conference, 4-H EMC Golf Tournament and State Fair crafts and exhibits. Also, provides operational support for the NC 4-H Awards Program, which consists of cumulative records, project records, group awards, scholarship applications, Honor Club applications and Application, Resume & Interview.

Contact Information: 919.515.8480 or sarah_kotzian@ncsu.edu.

Michael Martin – Executive Director, NC 4-H Development Fund. Leads a dynamic professional team and volunteer board of directors to raise private-sector funds to support the North Carolina 4-H Youth Development Program. Our vision is to become the premier youth development fund in North Carolina by attracting the human and financial resources that will enable 4-H and the young people we serve to realize their dreams. We partner with counties, individuals, corporations, and foundations to raise funds to enhance programs, recognize members, build endowments, and support leadership development for youth and 4-H volunteers.

Contact Information: 919.513.8254 or mjmartin@ncsu.edu

Dr. Ed Maxa – Associate Professor, Department Extension Leader. Provides support for the development of 4-H curriculum. Provides leadership for the club, school enrichment, after school and special interest delivery modes. Serves as liaison with subject matter specialists and as liaison for the West District.

Contact Information: 919.515.8479 or ed_maxa@ncsu.edu

Shannon McCollum - Extension 4-H Associate – Provides overall leadership to the North Carolina 4-H Teen Program which consist of: State 4-H Council, NC 4-H Congress, State 4-H Council Conference, 4-H NC Citizenship Focus, TRY-IT, TRY-IPS, 4-H Ambassadors Program, National 4-H Congress and Conference. Provides resources and training regarding Youth In Governance, Teen Adult Partnerships, Teen Volunteerism. Coordinates State Fair Marketing/Exhibits and State Fair Crafts; Provides overall leadership to the NC 4-H Awards Program, which consists of: cumulative records, project records, group awards, scholarship applications, Honor club applications and Application, Resume & Interviews. District liaison for the Southeast District. Staff liaison to the NC 4-H Honor Club. Coordinator for 4-H EMC Golf Tournament.

Contact Information: 919.515.8486 or Shannon_mccollum@ncsu.edu

Belinda Niedwick - Administrative Support Specialist. Serves as the temporary payroll and personnel manager. Manages budget for the camping program. Provides support for Dr. Carolyn Dunn, Dr. Mitzi Downing, Mr. Larry Hancock, Mr. Ken Burgess, and the NC 4-H Camps and Conference Centers.

Contact Information: 919.515.8471 or belinda_niedwick@ncsu.edu

Sarah Ray - Director of Development for Extension Programs. Lead marketing, public

relations, event coordination and real estate acceptance procedures for the NC 4-H Development Fund. Implement plans of event leadership teams, develop marketing materials, programs and invitations, manage operations and logistics, serve as point of contact with staff, volunteers, Agents, outside vendors and hotel personnel for all major NC 4-H Development Fund events. Coordinate involvement in the application and acceptance process for the North Carolina State Employees' Combined Campaign. Act as liaison between counties and the SECC for all contribution inquiries. Write, edit and layout of Extension related foundation exhibits, brochures, annual reports, magazines and/or newsletters. Coordinate web design for the NC 4-H Development Fund.

Contact Information: 919.515.9263 or sarah_ray@ncsu.edu

Sharon Rowland - Executive Director of Development for Cooperative Extension Service Foundation.

Contact Information: 919.515.9267 or sharon_rowland@ncsu.edu

Carolyn Rudd – Extension Associate, 4-H EFNEP Coordinator. Provides leadership for the youth component of the Expanded Food and Nutrition Education Program (4-H EFNEP), including statewide training. Serves as state co-chair for the Nurturing Healthy Lifestyles Long Range Focus Area.

Contact Information: 919.515.8478 or carolyn_rudd@ncsu.edu

Dr. R. Dale Safrit - Professor and Extension Specialist. Serves as Team leader for the Human Resource Development and Delivery (HRDD) Team. Provides leadership to all 4-H Youth Development continuing professional education, including State 4-H New Professionals' Orientation (NPO), the annual Youth Development Institutes (YDI), the graduate program specialization in Youth Development Leadership (YDL), and coordination of distance-based state 4-H in-services. Conducts scholarly and creative work related to staff development, and non-profit management and leadership. Co-chair the NC Summit on Youth and Families.

Contact Information: 919.513.0306 or dale_safrit@ncsu.edu

Dr. Ben Silliman – Associate Professor, Extension 4-H Specialist. Evaluates and conducts research on youth programs and issues. Trains 4-H faculty and staff in program evaluation and youth development. Builds 4-H program leadership in youth evaluation and research. Liaison to South Central District.

Contact Information: 919.515.8485 or ben_silliman@ncsu.edu

Connie Watt - Administrative Support Specialist – Responsible for accounting functions which includes entering vouchers, requisitions, inter-Departmental transfers, journal vouchers, and travel documents for 4-H and FCS Department and 4-H camps. Reconciles departmental accounts, p-cards and prepare financial reports. Provide financial training for support staff and coordinate departmental procedures. Verify deposits and monitor departmental billing.

Contact Information: 919.515.8467 or connie_watt@ncsu.edu

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Family and Consumer Sciences Program

Dr. Lucille B. Bearon – Associate Professor, Specialist in Adult Development and Aging –Extension programming focuses on family caregiving, grandparents raising grandchildren, and positive aging. Research and publications focus on attitudes toward aging, cultural stereotypes, life satisfaction and quality of life, and methods of gerontological education and research.

Contact Information: 919.515.9146 or luci_bearon@ncsu.edu

Dr. Andrew Behnke - Assistant Professor and Human Development Specialist. Provides leadership in the realms of parenting programs, Latino family outreach, fatherhood, parent/school collaboration, and dropout prevention. Conducts applied research on Latino families and creates educational materials for accessing and reaching out to Latino families. Develops tools and programs to improve: parent involvement in the education and emotional lives of youth, effective service and engagement of diverse communities, and health and wellness for Latino families.

Contact Information: 919.515.9156 or andrew_behnke@ncsu.edu

Dr. Carolyn L. Bird, RFG, AFC – Assistant Professor, Family Resource Management Specialist. Provides leadership on economic issues relevant to individuals and families across the lifespan. Representative topics include youth financial literacy, retirement planning, consumer credit, and estate planning.

- High School Financial Planning Program curriculum, state leader
- Rural Families Speak research project, state principal investigator
- Department of Defense Personal Finance Assessment System, project director

Scholarly interests include quality of life experiences of rural, urban, and military families, and employed family caregivers.

Contact Information: 919.513.7793 or carolyn_bird@ncsu.edu.

Judy M. Branson – Extension Associate, Expanded Food and Nutrition Education Program (EFNEP) – Responsible for multi-county units, providing leadership in managing programs for limited resource families with children and youth. Duties include: curriculum and programmatic training; coaching; observing and developing nutrition program assistants.

Involved with Cabarrus, Cleveland, Forsyth, Gaston, Guilford, Rowan, and Surry Counties.

Contact Information: 704.216-8970 or judy_branson@ncsu.edu

Geri Bushel – Administrative Support Associate.

Contact Information: 919.515.9136 or geri_bushel@ncsu.edu

Linda Cahoon – Administrative Support Associate. Provides administrative support for Expanded Food and Nutrition Education Program faculty.

Contact Information: 919.515.9126 or linda_cahoon@ncsu.edu

Benjamin Chapman – Assistant Professor, Food Safety Extension Specialist. Ben provides leadership and technical expertise for the statewide Extension food safety education program; develops and evaluate education programs that focus on safe food handling from farm-to-fork. Through using new methods and messages, Ben hopes to provide information that helps create a culture of food safety.

Born in Toronto, Canada, Ben grew up in the agricultural town of Port Hope, Ontario. He completed a BSc in molecular biology at the University of Guelph in 2001 and completed an MSc focusing on-farm food safety programs, also at the University of Guelph in 2005. Ben has co-authored 6 peer-reviewed articles on food safety and risk communication. Ben's PhD studies focused on developing and evaluating communication tools directed at food handlers. Weekly, Ben develops Food Safety Info sheets (<http://foodsafetyinfosheets.blogspot.com>), one-page summaries of food borne illness outbreaks or incidents supplemented with surprising messages and graphics. The objective of Food Safety Info sheets is to create dialogue amongst food handlers around food safety issues. Food Safety Info sheets are distributed to over 400 direct subscribers and appear in kitchens throughout North America. Since early 2007 he has been blogging about food safety on barfblog.com. The site, which averages around 1800 unique visitors daily, is a place where food safety researchers provide brief commentary on world-wide food safety happenings.

Contact Information: 919.515.8099 or benjamin_chapman@ncsu.edu

Amy G. Chilcote – Extension Associate- Provides leadership and coordinates the development of positive relationships between the Department of 4-H Youth Development and Family & Consumer Sciences/NCCES/CALS/NCSSU and other relevant partners to strengthen K-12 education outreach.

Contact Information: 919.515.0730 or amy_chilcote@ncsu.edu

Ellen Clevenger-Firley - Projector Director, Supplemental Nutrition Assistance Educational Program (SNAP-Ed). Provide overall leadership, direction, and coordination in the planning, implementation, and evaluation of FCS: Promoting Healthy Eating across North Carolina. Provide leadership for the management of personnel and funds working to insure integration, modification, and completion of all activities among staff & collaborators. Serve as a liaison between NCSU program staff and partners

Contact Information: 919.515.9141 or ellen_clevenger-firley@ncsu.edu

Dr. Karen DeBord - Professor & Extension Specialist, Child Development. Provides leadership and support to child development and parenting Extension educational programs in the state particularly in the areas of professional development for child care teachers, professional development for parenting educators, and quality outdoor children's environments. She is the Director of Graduate Programs in Family Life and Parenting Education.

Contact Information: 919.515.9147 or karen_debord@ncsu.edu

Dr. Carolyn Dunn – Professor, Nutrition Specialist and Associate State Program Leader.

Areas of expertise include nutrition and physical activity education for children, youth and families as it relates to healthy weight. Works as part of the Executive Committee for the Eat Smart, Move More North Carolina initiative.

Contact Information: 919.515.9142 or carolyn_dunn@ncsu.edu

Laverta Flewellen – Administrative Support Associate.

Contact Information: 919.515.9132 or laverta_flewellen@ncsu.edu

Autumn H. Guin – Extension Associate, Children, Youth, and Families Programs
Responsible for program evaluation for the Children, Youth, and Families at Risk Sustainable Communities Program in North Carolina and for the Consumer Energy Education Project. Serves as the Assistant Editor for the Community area of CYFERnet.

Contact Information: 919.515.9152 or autumn_guin@ncsu.edu

Lindsay Hecht - School Nutrition Associate, Supplemental Nutrition Assistance Educational Program (SNAP-Ed). Assist with the selection and/or development of the child nutrition education and physical activity program and materials. Work with Child Nutrition Specialist, state level program staff, and participating county program staff in delivery of the lessons for third-grade children and parents.

Contact Information: 919.513.8790 or lindsay_hecht@ncsu.edu

Dr. Susan Scherffius Jakes – Family and Community Development Extension Specialist – Provide program leadership in the areas of community development to support family programs. Research and training interests include volunteerism, leadership, effectively working with people in poverty, community mobilization and engagement, and collaboration development.

Contact Information: 919.515.9161 or susan_jakes@ncsu.edu

Lorelei Jones – State Coordinator, Expanded Food and Nutrition Education Program. Provides leadership for statewide programming for nutrition education reaching limited resource families and youth. Assures program policies and guidelines are followed, coordinates program planning to include asset mapping and needs assessment, connects program to current research, oversees curriculum selection and development, promotes collaborative relationships to further the mission of the program, communicates program value and successes through program marketing, and practices good stewardship of federally allocated program funds.

Contact Information: 919.515.9140 or lorelei_jones@ncsu.edu

Dr. Sarah Drummond Kirby – Associate Professor, Housing Specialist – Provides program expertise and statewide leadership for housing educational programs. Directs the E- Conservation Consumer Energy Education Program. Develops and conducts educational programs in disaster preparation, response and recovery; healthy homes; moisture management; universal design, aging; and home maintenance and repair.

Contact Information: 919.515.9154 or sarah_kirby@ncsu.edu

Denise Lamb-Willis – Administrative Support Specialist – Providing Financial Support in the area of Expenditures and Budget for the Adult & Youth EFNEP components.

Enter vouchers, requisitions, Inter-departmental transfers, Journal Vouchers and purchase orders for department. Monthly reconciliation of department accounts. Reconcile and process purchase cards. Compile, Process and Review Month-end Expenses. Monitoring Budget against YTD expenditures.

Contact Information: 919.515.9133 or denise_lamb-willis@ncsu.edu

Dr. Jacquelyn W. McClelland –FCS Extension Leader (DEL), Professor, and Nutrition Specialist. Provides leadership, support, and expertise to the overall adult nutrition arena including specific topics of general nutrition and health, diet and health-related chronic/degenerative disease issues, community nutrition education, and applied research design and evaluation. Focuses nutrition education programs on bringing about beneficial behavior change and improving quality of life for adults and older adults in community settings. Gives leadership and support to faculty within the department. Editor-in-Chief of the refereed, electronic journal, 'The Forum for Family and Consumer Issues.'

Contact Information: 919.515.9148 or jackie_mcclelland@ncsu.edu

Stephanie McDonald – Stephanie McDonald – Extension Associate, Expanded Food and Nutrition Education Program - Responsible for South Central District Unit providing leadership in managing the Expanded Food and Nutrition Education Program (EFNEP). Duties include curriculum and programmatic training, coaching, observing and developing Nutrition Program Assistants/Associates.

Contact Information: 919.775.5624 ext. 236 or stephanie_mcdonald@ncsu.edu

Susan M. Morgan, Extension Associate, EFNEP – Responsible for Southeast District Unit providing leadership in managing programs for limited resource families with children and youth. Duties include curriculum and programmatic training, coaching, observing and developing Nutrition Program Assistants. Involved with Brunswick, Carteret, Duplin, Greene, Lenoir, Onslow, Sampson, Johnston and Wayne Counties.

Contact Information: 910.253.2610 or Susan_Morgan@ncsu.edu

Virginia L. New – Extension Associate, Expanded Food and Nutrition Education Program –Responsible for a multi-county unit in the Western District providing leadership in managing the Expanded Food and Nutrition Education Program (EFNEP). Duties include curriculum development and training as required in the programmatic and professional development of nutrition program assistants. Involved with Avery, Buncombe, Clay, Henderson, Macon, Transylvania, Watauga, and Yancey Counties.

Contact Information: 828.687.0570 or virginia_new@ncsu.edu

Francis Polson - Extension Assistant, Family Resource Management. Provide support for the development and delivery of personal finance and human capital educational content across a variety of platforms, including online, classroom, and community seminars.

Contact Information: 919.513.4565 or skip_polson@ncsu.edu

Jason Robinson – Technology Analyst – Provides technology support for the department.

Contact Information: 919.515.8474 (4-H office) or jason_robinson@ncsu.edu

Robin Goff Roper – Extension Associate. Serves as State Advisor for the Extension and Community Association; and provides programming support in the areas of Leadership, Volunteer and Community Development as related to Families. Robin is a Facilitator for Opening Doors the CALS diversity awareness program (<http://harvest.cals.ncsu.edu/index.cfm?showpage=716>).

She is certified to conduct the “Bridges Out of Poverty” curriculum and has extensive training in Coaching and has been trained to lead Leadership Plenty, the Pew Partnership Leadership Development Curriculum

Contact Information: 919.515.9138 or robin_roper@ncsu.edu

Maurene Rickards - Regional Director of Development, Executive Director, NC Family and Consumer Sciences Foundation. Provides leadership to the volunteer Board of Directors to raise private funds to support NC Family and Consumer Sciences Programs throughout North Carolina. The NC Family and Consumer Sciences Foundation is committed to acquiring and managing resources that support family and consumer programs and the educators who deliver them.

Contact Information: 336.655.6954 or maurene_rickards@ncsu.edu

Donna Stewart – Administrative Support Specialist, Departmental Bookkeeper, Scheduling Officer. Provides administrative support to Director of Graduate Studies, Associate State Program Leader, and Business Officer as needed. She serves as the Departmental Bookkeeper and Scheduling Officer for the Graduate Studies Program.

Contact Information: 919.515.9125 or donna_stewart@ncsu.edu.

Jessica Tice – Extension Associate, Expanded Food and Nutrition Education Program (EFNEP) – Responsible for multi-county unit in the Northeast District providing leadership in managing programs for limited resource families with children and youth. Duties include curriculum and programmatic training, coaching, observing, and developing Extension EFNEP Program Assistants.

Contact Information: 252.232.2261 or jessica_tice@ncsu.edu

Suzanne P. van Rijn – Extension Associate, EFNEP – Responsible for a multi-county unit in the North Central district providing leadership in managing programs that provide nutrition education for limited resource families with children and youth. Duties include curriculum and programmatic training, coaching, observing and developing Nutrition Program Assistants. Involved in Caswell, Edgecombe, Halifax, Orange, and Wake counties.

Contact Information: 919.250.1114 or suzanne_van_rijn@ncsu.edu

Katie Walston - Administrative Support Specialist. Serves as the bookkeeper for the Supplemental Nutrition Assistance Educational Program (SNAP-Ed).

Contact Information: 919.515-9150 or katie_walston@ncsu.edu

Dwayne Watson – Extension Assistant, EFNEP. Administers the EFNEP Evaluation and

Reporting System (ERS) used by the EFNEP for North Carolina; to enter data and maintain data files; to provide support for the coordinator, Associate Coordinators, Extension Associates, District Extension Directors, campus and county staff for the statistical manipulation of EFNEP data to address program evaluation, research and program accomplishment questions. Provides support to Program Assistants, coordinators and Extension Associate with equipment, training and EFNEP On-Site data management.

Contact Information: 919.513.0160 or dwayne_watson@ncsu.edu

Dr. Mary Cassandra Wiggins – Extension Specialist, Environmental Health and Housing - Develops and administers educational outreach programs addressing environmental health and housing issues. State program manager for Healthy Indoor Air for America's Homes project, Children's Environmental Health Partnership with NCSU and NCA&T, and Lead-Based Paint Education Outreach Program for Children. Coordinator of FCS New Field Faculty Orientation Process.

Contact Information: 919.515.9155 or sandy_wiggins@ncsu.edu

Jenelle Williams - Data Analysis Assistant, Supplemental Nutrition Assistance Educational Program (SNAP-Ed). Assist with the set up and entry of all data into a data base in SPSS for the pre-survey, post-survey, attendance, coalition/partnership and enrollment data. Document the nutrition education outcomes and organize and store all data securely.

Contact Information: 919.513.3698 or jenelle_williams@ncsu.edu

Kathryn Wineland - Older Adult Nutrition Associate, Supplemental Nutrition Assistance Educational Program (SNAP-Ed). Assist with the selection and/or development of the older adult nutrition education program and educational materials. Work with Older Adult Nutrition Specialist & Family Resource. Management Specialist in planning, and delivery of lessons for the community focus on older adults.

Contact Information: 919.513-8789 or katy_wineland@ncsu.edu

4-H Camps

Elaine Furlough – Food Services Technician, Eastern 4-H Environmental Education Conference Center. Prepares, cooks, and packages meals including beverages for the Elderly Nutrition Program in 3 surrounding counties (Hyde, Tyrrell, and Dare). Prepares with a co-worker 110 to 150 meals per day Monday through Friday. Counts and sorts meals per container for each county. Writes tickets for each container with meal count numbers and temperatures of each entrée. Turns in a list of items that need to be ordered to prepare the next week menus to her supervisor. Maintains a safe food preparation standard and keeps the kitchen and storage areas clean and organized.

Contact Information: 252.797.4800 or elaine_furlough@ncsu.edu

Wanda Gardner – Food Services Technician, Eastern 4-H Environmental Education Conference Center. Prepares, cooks, and packages meals including beverages for the Elderly Nutrition Program in 3 surrounding counties (Hyde, Tyrrell, and Dare). Prepares

with a co-worker 110 to 150 meals per day Monday through Friday. Counts and sorts meals per container for each county. Writes tickets for each container with meal count numbers and temperatures of each entrée. Turns in a list of items that need to be ordered to prepare the next week menus to her supervisor. Maintains a safe food preparation standard and keeps the kitchen and storage areas clean and organized.

Contact Information: 252.797.4800 or wanda_gardner@ncsu.edu

Carole Lemons Griffin - Administrative Support Associate, Betsy-Jeff Penn 4-H Center. Office administration; prepares temporary and payroll information for camp, and required revenue and expenditures. Main contact person for weekend groups. Answers phones and Center correspondence as required.

Contact Information: 336.349.9445 or carole_griffin@ncsu.edu

Orlando Harris – Vehicle/Equipment Operator, Eastern 4-H Environmental Education Conference Center. Delivers prepared meals for the Elderly Nutrition Program in 3 surrounding counties (Hyde, Tyrrell and Dare). Performs routine cleaning tasks for all the transport containers and the vehicle. Maintains logs for his mileage and gas records.

Contact Information: 252.797.4800 or orlando_harris@ncsu.edu

Margaret Hedge - Extension Assistant, Center Director, Swannanoa 4-H Educational Center. Responsible for the overall financial, facility and programming operation of the Center in the context of the mission of the Department of 4-H Youth Development and Family Consumer Science.

Contact Information: 828-686-3196 or margaret_hedge@ncsu.edu

Rebecca Ingalls – Food Services Supervisor, Eastern 4-H Environmental Education Conference Center. Manages the food service personnel, creates menus for user groups that come to the Eastern 4-H Center, and orders foods for these events.

Contact Information: 252.797.4800 or becky_ingalls@ncsu.edu

Lee Jennings- Administrative Support Specialist, Betsy-Jeff Penn 4-H Center. Duties include food and kitchen supervision of meals served at the Center. Orders food, plans menus and budgets per meal food costs of summer camp and user groups. Acts as a host and first point of contact for weekend groups. Facilitate the growth of marketing and fund raising events for the Center.

Contact Information: 336.349.9445 or lee_jennings@ncsu.edu

Jeff Johnson – Facilities Maintenance Supervisor, at Betsy-Jeff Penn 4-H Center. Supervises the temporary housekeeper and maintenance staff in their daily duties of cleaning and landscaping. Repair of facility, vehicles and equipment as needed. Formulate and implement a comprehensive preventive maintenance plan for all building and assets of the Center.

Contact Information: 336.349.9445 or jeff_johnson@ncsu.edu

Chase Luker - Program Director, Eastern 4-H Center. Responsible for recruiting, hiring, and training spring/fall and summer program staff. Provides leadership to the

Summer Camp program and spring/fall program groups. Builds relationships with NC 4-H Agents in an effort to maximize the Center's program utility.

Contact Information: 252.797.4800 or chase_luker@ncsu.edu

Charles Midgette – Facilities Maintenance Technician, Eastern 4-H Environmental Education Conference Center. Serves as the maintenance mechanic for the Eastern 4-H Center. Operates the sewer system, the pool, maintains the grounds, and assists his supervisor as needed.

Contact Information: 252.797.4800 or charles_midgette@ncsu.edu

Nikki Norman – Administrative Support Associate, Reservationist, Eastern 4-H Environmental Education Conference Center. Initiates and completes all rental agreements with potential user groups and summer camp registration with counties and open enrollment parents. Maintains a master calendar and distributes an accurate calendar of events to other staff members monthly. Provides a monthly booking report of scheduled events for her supervisor and Center Director. Designs a newsletter with input from fellow staff members to be published in the spring and fall. Collects and compiles evaluations from user groups to share with the fellow staff members.

Contact Information: 252.797.4800 or nikki_norman@ncsu.edu

Jeff North - Extension Associate, Center Director, Betsy-Jeff Penn 4-H Educational Center. Responsible for the overall financial, facility and programming operation of the Center in the context of the mission of the Department of 4-H Youth Development and Family Consumer Science.

Contact Information: 336.349.9445 or jeff_north@ncsu.edu

Sara Phelps - Extension Assistant, Marketing Director, Eastern 4-H Environmental Education Conference Center. Provides local and regional community relations, publicity, summer camp marketing, center marketing, website marketing and fund raising for the Eastern 4-H Environmental Education Conference Center.

Contact Information: 252.797.4800 or sara_phelps@ncsu.edu

Lee Scripture – Extension Associate, Director, Eastern 4-H Environmental Education Conference Center. Serves as the chief administrative officer and director for the Eastern 4-H Environmental Education and Conference Center. Responsible for overall management of personnel, operations, and facilities at the Center. Involved in resource development and planning for the future growth and building of the Center.

Contact Information: 252.797.4800 or lee_scripture@ncsu.edu

Josephine Shafer – Extension Assistant, Summer Camp Director for Betsy-Jeff Penn 4-H Center. Provide leadership to the recruiting and selection of program staff for programs under her direction and for orientation, pre-service and in-service training for program staff and general staff development activities. Develop schedules and assignments for program staff in cooperation with other program directors. Provide leadership for the development of age appropriate programs that are in keeping with the

long term and annual goals of North Carolina Cooperative Extension, Department of 4-H Youth Development and the 4-H Center and are consistent with the designated areas of leadership. Provide leadership for the development of brochures and information pieces.
Contact Information: 336.349.9445 or josie_shafer@ncsu.edu

Kyle Shillinglaw - Extension Assistant, Education Director for Betsy-Jeff Penn 4-H Center. Education Director for the school programs in the spring and fall. Works with teachers in developing field trips that correlate and enhance classroom objectives. Position requires marketing both school programs. Also, staff hiring, supervision and scheduling. The Education Director orders program and store supplies as needed.
Contact Information: 336.349.9445 or kyle_shillinglaw@ncsu.edu

Gene Shutt – Extension Assistant (Director, Millstone 4-H Center). Directs the day-to-day operations of Millstone 4-H Center.
Contact Information: 336.593.8057 or rshutt@etinternet.net

Teresa Spear – Building Environmental Technician, Eastern 4-H Environmental Education Conference Center. Maintains clean bathrooms, offices, and meeting rooms. Cleans group cabins and executive lodge rooms after each user group. Orders and obtains linens, cleaning supplies, and other materials as needed. Works in flowerbeds some and assists the maintenance staff as needed in other areas.
Contact Information: 252.797.4800 or teresa_spear@ncsu.edu

Teresa Spruill - Administrative Support Associate, Eastern 4-H Environmental Education Conference Center. Acts as chief business manager for the Eastern 4-H Center. Office manager to ensure all support functions run smoothly. Directly supervises the receptionist and the reservationist. Responsible for data entries in Financials on People Soft and the HR person at the Center to ensure that all needed paperwork for temporary bi-weekly hires or rehires are completed. Gathers and calculates all bi-weekly time sheets for payroll entry. Maintains all vendor files and user group files. Works with the Center Director for all aspects of administrative support.
Contact Information: 252.797.4800 or teresa_spruill@ncsu.edu