

## Granville County Extension Intern

**Location:** Granville County

**Program Area:** 4-H Youth Development

**Immediate/Site Supervisor:** Lina Howe

**Other Mentors and Supervisors:** Charissa M Puryear, Other Extension Agents

### Position Description/ Responsibilities:

- Developing and Delivery of programs:
  - The intern will assist and help develop educational curriculum.
  - They will assist with the coordination, marketing and implementation of the 4-H summer fun program.
  - Intern will assist with the supervision of youth before, during and after programs.
  - Assist with data entry and program evaluations.
  - Intern will also assist as needed with agents in various departments of Agriculture, Family & Consumer Sciences in addition to Community & Rural Development programming.

### Preferred qualifications/previous coursework:

- Excellent oral and written communication skills
- Ability to work with a range of people and exhibit sensitivity to individual differences
- Should possess skills to include:
  - Organization
  - Dependability
  - Flexibility
  - Energy
  - Time management
- Be willing to work as a team member for the 4-H program as well as the Extension Center as a whole
- Knowledge or willingness to learn google suite, training and facilitation of 4-H curriculum
- Preferred coursework in youth development, STEM, Family and Consumer Science and/or Agricultural Education

### Benefits/skills student will gain through this internship:

- Build and strengthen skills in program development, project management, technology and marketing within program delivery
- Develop skills in working with diverse clientele
- Develop program delivery skills
- Develop or increase youth development skills
- Experience in planning, implementing and evaluating programs
- Develop lessons/programming in youth development
- Learn about all of the major program areas by periodically collaborating or working with other extension agent

### Additional Information

Work environment may be in the office as well as outdoors in a variety of conditions

