



College of Human Environmental Sciences
Cooperative Extension Services-
Family and Consumer Sciences
Department of Design, Housing and Merchandising
Oklahoma State University, 135 HES, Stillwater, OK 74078-6111

Assistant Professor and Extension Housing and Consumer Specialist

This is an 11-month tenure track position that is 100% Extension funded

Qualifications

- Earned doctorate degree before hire is required. One or more degrees in housing, interior design, architecture, family/consumer economics, or closely related area preferred.
- Demonstrate the potential to interpret research and technical information to adult and youth audiences is essential.
- Evidence of written and oral communication abilities and working effectively with state agencies, academics, Extension professionals and the public is necessary.
- Demonstrate the potential to conduct needs assessment and to plan, develop, implement and evaluate housing and family/consumer education programs is desirable.
- Evidence of the ability to develop grant proposals and administer grants is required.

Performance expectations

- Maintain current and comprehensive knowledge of housing and consumer issues. Such expertise arises from knowledge of scientific literature in the field and its application plus the ability to assimilate and synthesize other factual information, situation data, policy information, research findings and state and national trends into cohesive and useable reports.
- Develop and maintain a comprehensive research-based housing and consumer educational Extension program for Oklahoma in terms of:
 - the technical and socio/economic aspects of housing such as: energy efficiency; home maintenance and repair; pre and post homebuyer education; healthy housing (i.e., lead, radon, moisture & mold, formaldehyde); environmental sustainability and affordable design/construction; disaster preparedness and response; and life-cycle accessibility
 - consumer issues such as fraud/scams, internet safety, and deceptive practices specific to Oklahoma.
- Programming efforts shall include: needs assessment; curriculum planning; proposal writing for external funding; selection and development of educational and support materials; staff development through in-service education; program implementation, evaluation and marketing; and instruction of Cooperative Extension clientele in selected situations.
- Ability to support needs of extension educators, consumers, stakeholders, policy makers, and the media in interpreting and using research and doing evaluation studies to respond to issues and questions and to develop materials such as Extension fact sheets, educational materials, and through popular press outlets.
- Provide leadership in developing, implementing and evaluating Cooperative Extension programming in family and consumer economics impact area.

- Develop multi-state, multi-disciplinary, and multi-function working relationships and programs.
- Gather, revise and develop materials for in-depth targeted adult and youth programs. Provide leadership in a strong personal finance program targeting older 4-H members and other youth, as well as youth leaders.
- Coordinate and prepare Extension and other educators for offering such programs. Conduct qualitative and quantitative assessment of program needs, outcomes and impacts; evaluate effectiveness of programs and various delivery systems.
- Extend knowledge of public, academic colleagues, network peers, and stakeholders by engaging in scholarly activities of program outcomes and delivery methods and disseminating scientifically based information through:
 - traditional outlets including publication in refereed Cooperative Extension and other relevant professional publications and the presentation of refereed papers and posters at professional meetings and;
 - targeted educational program curricula, fact sheets and Extension bulletins; information presented via mass media, the Internet and other electronic, print and/or other media; and in-service education for Extension field staff and educational programs for the public. Such output shall be critically assessed and documented by appropriate reviewers including self-analysis, professional colleagues and peers, participants, editors, stakeholders, government officials, and/or funding agencies.
 - Generate external grants and contract funds to support targeted Extension programs.
- Meet the qualifications and performance expectations of appropriate faculty rank, Assistant Professor as described in the *Guidelines for Promotion and Tenure* for the department of Design, Housing and Merchandising in the OSU College of Human Environmental Sciences.
- Comply with all appropriate provisions of Federal and State Laws, rules and guidelines, as well as OSU and OCES policies, procedures and guidelines related to Civil Rights, Affirmative Action and Equal Employment.

Organization Responsibilities

- Work effectively as a team builder within the DHM department and OCES Family and Consumer Sciences Unit and with the DHM Department Head and OCES FCS Assistant Director/Associate Dean.
- Maintain cooperative working relationships with the faculty in the College of Human Environmental Sciences, the Division of Agricultural Sciences and Natural Resources, OCES field and district staff, and other OSU units.
- Network and participate with appropriate national, regional and state professional organizations (e.g., Housing Education and Research Association, Oklahoma Council on Economic Education, Consumer Protection Division of the Oklahoma Attorney General's Office, and Oklahoma Securities and Exchange) to further the mission of the Oklahoma Cooperative Extension Service, College of Human Environmental Sciences, and OSU.
- Report to the Department Head of Design, Housing and Merchandising and the OCES FCS Assistant Director/Associate Dean.

Evaluation

- Annual performance review includes a formal evaluation by the Design, Housing and Merchandising Department head and OCES FCS Assistant Director/Associate Dean with review by the Dean of CHES and the OCES Associate Director. Input will be sought from documentation provided by the faculty member and from various sources such as field staff, district program specialists, and colleagues with whom a close working relationship has been formed. Both quantitative and qualitative data will be gathered including the faculty member's involvement in in-service training; workshops for county, district and state audiences and for OHCE; the number, kind, and quality of publications and curricula; involvement in professional societies and state associations; and impact and other team efforts.
- Reappointment decisions are consistent with Oklahoma State University and the College of Human Environmental Sciences and Cooperative Extension Service policies and procedures.

Application:

Application review will begin September 30, 2008 and continue until such time as the position is filled. Please submit a letter of application along with your current vita and three to five individuals that we may contact for references. Please submit your materials to:

Glenn Muske, Search Committee Chair
Department of Design, Housing and Merchandising
College of Human Environmental Sciences
Oklahoma State University
Stillwater, OK 74078
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