

# 2018 Summer 4-H Youth Development Intern

Racine County UW-Extension, Cooperative Extension

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## **Location:**

Racine County is located in southeastern Wisconsin between Milwaukee and Kenosha counties. The Racine County UW-Extension office is located at 209 North Main Street, Burlington, WI 53105.

## **General Responsibilities:**

The Summer 4-H Youth Development Intern supports the Racine County 4-H program by working with the 4-H Youth Development staff to plan, facilitate, and evaluate educational activities targeting youth and families in Racine County. The intern will develop and/or expand 4-H programs to increase the visibility and impact of the 4-H program with diverse audiences and neighborhoods. The intern will have the opportunity to develop a program or educational resource in an area of personal interest.

The intern will increase his/her knowledge of program development, community partnerships, volunteer development, recruitment, group facilitation skills, and careers with the University of Wisconsin Cooperative Extension.

More information on the Racine County 4-H program can be found at <http://racine.uwex.edu>.

## **Specific Responsibilities:**

- Provide support for 4-H clubs and summer programs throughout Racine County
- The intern will develop and/or expand 4-H programs to increase the visibility and impact of the 4-H program with diverse audiences and neighborhoods
- Deliver training for and coordinate the Racine County 4-H Call Booth at the Racine County Fair
- Assist with and attend various Racine County 4-H programs, meeting, and trainings
- Assist with and attend the overnight 4-H Base Camp (June 14-17, 2018)
- Assist with and attend at the overnight 4-H Adventure Camp (June 24-26, 2018)
- Assist with 4-H and UW-Extension related activities at the Racine County Fair (July 25-29, 2018)
- Assist with and attend 4-H Day Camp (August 14, 2018)
- Assist with website updates, marketing materials, photo and video, social media, and compilation of educational materials for programs
- Make all reasonable effort to reach a diverse audience and to ensure equitable access to programs and facilities

## **Required Qualifications:**

- Must be an undergraduate or graduate student at an accredited four-year college or university, or enrolled in a two-year technical or vocational school program
- Interest in education, youth development, communication, marketing, science, or any other subject matter that could pertain to the duties of this position
- Experience with or interest in working with youth
- Experience with culturally diverse populations and a demonstrated commitment to working with diverse audiences

- Ability to organize work and to work productively without direct supervision
- Ability to work collaboratively with others and have the ability to take personal responsibility to help accomplish goals
- Ability to adapt to changing programming and workplace priorities
- Ability to use word processing, e-mail, and the internet
- Own transportation to and from programs throughout Racine County

**Preferred Qualifications:**

- Knowledge and experience with the 4-H Youth Development program

**Appointment Type**

University of Wisconsin–Extension – Student Internship (Racine County Summer 4-H Youth Development Intern)

**Salary:**

\$10 per hour, 20 hours per week, 10-12 week internship

Reimbursement for official job travel will be provided according to the county policy.

**Term of Appointment:**

Estimated Start Date: June 1, 2018 (negotiable)

Estimated End Date: August 17, 2018 (negotiable)

**Equal Opportunity**

The University of Wisconsin-Extension provides affirmative action and equal opportunity in education, programming, and employment for all qualified persons regardless of race, color, gender/sex, sexual orientation, creed, national origin, age, disability, pregnancy, marital or parental status, arrest or conviction record, or veteran status.

**Application Deadline:**

A resume, cover letter, and contact information for three references must be received by 4:30p.m. on Monday, March 12, 2018. The first round of interviews will take place on Wednesday, March 21<sup>st</sup> (phone) and the final round of interviews will take place on the evening of Monday, April 2<sup>nd</sup> (Skype/Google Hangout).

Please mail your completed application materials to: Theresa Odell, Racine County UW-Extension, 209 North Main Street, Burlington, WI 53105 or e-mail your application to: [Theresa.Odell@racinecounty.com](mailto:Theresa.Odell@racinecounty.com).