



**MONTANA**  
STATE UNIVERSITY

**EXTENSION**

## **Position** *Announcement*

### **MSU Extension Personnel**

309 Culbertson Hall  
P.O. Box 172230  
Bozeman, MT 59717-2230  
Tel (406) 994-1752  
<http://www.msuextension.org>

Title: **Richland County Agriculture Extension Agent--Fulltime**  
Position # **11-09**  
Location: **Sidney, Montana**  
Start Date: **January 1, 2010 (negotiable)**

**COUNTY PROFILE:** Richland County is located in eastern Montana with North Dakota as its eastern border and the Missouri River as its northern border. The confluence of the Yellowstone and Missouri Rivers is just across the border in North Dakota. The population of Richland County is 9,295 with the largest population center being Sidney with a population of 4,804. The approximate land area of the county is 2,105 square miles. Primary agricultural enterprises in the county include range cow/calf and stocker operations, dryland wheat, oilseeds, legumes, and irrigated sugarbeets, corn, small grains, dry beans and alfalfa in the Yellowstone and Missouri Valleys. Due to its long growing season, abundant irrigation water, and rich soils, Richland County features a broad diversity of crops and plants that is unique in Montana. Two major processors provide local farmers with significant opportunities to grow malting barley and sugarbeets on contract and deliver locally. The Montana State University Eastern Ag Research Station and USDA Ag Research Service Northern Plains Ag Research Laboratory are also located near Sidney. Richland County is located in the Bakken Oil Zone and oil and gas production is also a significant part of the local economy.

The Sidney school system features elementary, middle, and high schools. K through 12 education is also available in the communities of Fairview, Savage, and Lambert. Richland County also has 2 rural K-6 schools and a parochial school in Sidney for K-12. Sidney features a modern state of the art hospital with numerous visiting specialists. Outdoor recreation opportunities abound in Richland County including deer, antelope and bird hunting with a variety of fishing opportunities in the county or within a short drive. There are also history and cultural opportunities through the MonDak Heritage and Art Center and the Fort Union Trading Post. Agriculture, gas and oil, medical facilities, and schools all provide significant employment in the county.

**GENERAL INFORMATION:** The main emphases of the Richland County Extension Agent position will be in the areas of **Agronomy and Horticulture**. The office also has a full time 4-H/Livestock Agent, half time FCS Agent and full time Administrative Assistant.

#### **SPECIFIC POSITION RESPONSIBILITIES FOR RICHLAND COUNTY:**

1. Plan, implement and evaluate educational programs in agronomy, including irrigated and dryland crop production, pest management, and pesticide training.
2. Plan implement and evaluate educational programs in horticulture.
3. Cooperate with the livestock/4-H agent to plan, implement, and evaluate educational programs in the areas of range and forage production, farm/ ranch financial management, noxious weed management, and technology.
4. Network closely with policy makers, producer groups, government agencies and others in order to assess needs and guide local program priorities.
5. Serve as an ex-officio member of various agency and community committees and boards relating to agriculture and community development.
6. Cooperate with other Extension staff, government agencies and civic groups in implementing, maintaining, and evaluating a balanced interdisciplinary Extension program.
7. Involve local officials and community citizens in determining needs, identifying major issues, and assisting in presenting/facilitating programs.
8. Utilize all available media sources, including electronic mail, the Internet, and other advancing technology, to communicate with MSU Extension staff and others, and to disseminate information to county clientele.
9. Must possess or be able to obtain a Government Pesticide Applicator's License and a Montana Driver's License, or have other means of reliable transportation.

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***Making a difference in Montana***

10. Comply with all Extension federal, state, university and county reporting requirements
11. Assure compliance with civil rights and affirmative action policies.
12. Position requires frequent night and weekend work, extensive reading, frequent travel throughout the county, occasional travel throughout the state of Montana and travel to and from programs with adult and youth participants. Position also requires a using a variety of teaching methods, and handling and operating a variety of demonstration and educational equipment.

**REQUIRED QUALIFICATIONS:**

1. Bachelor's Degree.
2. At least one degree (either Bachelor's or Master's degree) in agronomy, horticulture or other closely related field.
3. Demonstrated ability to lead groups, plan, implement, facilitate, teach, and evaluate educational programs.
4. Demonstrated ability to work with little or no supervision.
5. Computer literacy as demonstrated by evidence of computer use in program development, delivery and/or management.
6. Demonstrated ability to work effectively with groups and individuals.
7. Demonstrated ability to work effectively with youth and adults.

**PREFERRED QUALIFICATIONS:**

1. Masters Degree.
2. Experience in or knowledge of irrigated and dryland crop production, farm management, and weed and pest management.
3. Experience in or knowledge of home horticulture.
4. Facilitation and mediation experience or training.
5. Training and/or experience in budget development and management.

The successful candidate will possess excellent human relations skills, evidence of good judgment, flexibility and innovativeness in order to respond to the changing needs of the people in Richland County; and the ability to communicate effectively, both verbally and in writing. The successful candidate will also have familiarity with multi-cultural and different socioeconomic audiences, an interest in working with people from diverse backgrounds, and a commitment to the principles of diversity.

**CONDITIONS & BENEFITS:** This appointment includes participation in TIAA-CREF, coverage for health and life insurance, Social Security, Workers' Compensation and Unemployment Compensation. **MSU may conduct a criminal history records check on any applicant. The University will not employ persons whose criminal and employment history suggests they may pose a significant risk to youth, faculty, staff or university property.**

**GENERAL INFORMATION:** This position is administratively responsible to Larry Brence, Eastern Region Department Head, through the hiring authority of the Vice Provost and Director of Extension. For further specific information regarding the position responsibilities, please contact:

Larry Brence Eastern Region Department Head 243 Fort Keogh Rd. Miles City, MT 59301	Phone: (406) 874-8236 Cell: (406) 951-0366 Email: <a href="mailto:lbrence@montana.edu">lbrence@montana.edu</a>
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**Application Procedure:** Screening of applications will begin on **November 6, 2009**, and will continue until a suitable candidate is found. To apply, submit the following:

- A. Letter of application addressing each listed qualification in detail;
- B. Current résumé;
- C. Names, addresses and phone numbers for three professional references;
- D. Transcripts of all academic work (copies acceptable);
- E. Criminal information sheet; and
- F. Advertising track form

Submission of items A, B and C in electronic form is encouraged (Word, WordPerfect or PDF), but a signed letter of application must also be sent by mail in order to assure receipt of original signature. Send files as attachments to [JULIA.HEARD@montana.edu](mailto:JULIA.HEARD@montana.edu).

Paper documents may be sent to  
Julie Heard, MSU Extension Personnel, 309 Culbertson Hall  
PO Box 172230  
Bozeman, MT 59717-2230  
406-994-1752

**ADA/EO/AA/VETERAN'S PREFERENCE:** In compliance with the Montana Veteran's Employment Preference Act, MSU provides preference in employment to veterans, disabled veterans, and certain eligible relatives of veterans. MSU makes accommodation for any known disability that may interfere with an applicant's ability to compete in the hiring process or an employee's ability to perform the duties of the job. To claim veteran's preference or request accommodation, contact Human Resources/Affirmative Action, Hamilton Hall, MSU, Bozeman MT 59717-2430; 406-994-2042. MSU's Affirmative Action Non-Discrimination Policy and Procedures are on the Web at [www2.montana.edu/policy/affirmative\\_action/](http://www2.montana.edu/policy/affirmative_action/).