The full job description, information on the application process, and a full list of the required competencies is available from:
County Programs Human Resources Office
Centeq Building
2162 TAMU
College Station, Texas 77843-2162
phone: 979.845.3708 fax: 979.458.1046
e-mail: taex-hr@tamu.edu

An Equal Opportunity Employer
Love working with people?

Want to teach, but not in a classroom?

Looking for a job with flexibility, creativity, and commitment?

**Major responsibilities:**
- Provides communications leadership for county Extension program, including writing of news releases, reports, publications; translation of materials into Spanish; HTML markup and web site maintenance.
- Facilitates implementation of marketing plan activities in cooperation with staff.
- Responsible for forming and working with an advisory committee of community-based marketing and communications professionals.
- Makes effective use of technology and available resources to effectively promote Extension programs.

**Salary & benefits:**
Beginning salary is based on education and experience (minimum $26,500 for Bachelor’s; $28,500 for Master’s).
Employees are eligible for increases at 6, 12, and 24 months based on successful performance and receive longevity increases beginning at 3 years of state employment. Employees participate in group insurance plans, including basic life insurance and optional insurance plans for health, dental, life, accident, disability income, and long-term care.

Employees also receive annual (vacation) leave, sick leave, a generous paid holiday schedule, and opportunities for study leave. Employees also participate in the Teacher Retirement System of Texas.

**Qualifications:**
- Master’s degree. (Applicants with a Bachelor’s degree may be considered, but continued employment is contingent upon earning the Master’s within 7 years.)
- Skills in public relations, ability to work effectively with people and as a team member, experience in the effective use of television, radio, and print media required.
- Strong communication skills are essential; bilingual (Spanish-English) abilities are required.
- Advanced technical computer competency in software for word processing, desktop publishing, and web page development preferred.
- Commitment to diversity and strong service ethic.
- Willingness and ability to work flexible hours and to travel as needed (some evenings and weekends).
- Access to a personal vehicle and ability to obtain and maintain a Texas driver’s license.

In Extension, every day is different, but, every day, you make a difference. You design your own educational programs to help the people around you solve their own problems.

You are a leader in your community, and you enjoy solid salary and benefits plus opportunities to stay on top of knowledge in your field. And you work with people who care just as much as you do.

Please submit resume, cover letter, and three references to:
Elizabeth Gregory
Associate Professor and Extension Communications Specialist
Coordinator, Extension Marketing
2112 TAMU
College Station, Texas 77843-2112
e-mail: e-gregory@tamu.edu

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