



K-STATE

**Research and Extension
Cottonwood Extension District**

601 Main
Hays, KS 67601
785-628-9430
3007 10th St.
Great Bend, KS 67530
620-793-1910
www.cottonwood.ksu.edu

TITLE: *Cottonwood Extension District - Summer Internship-Barton County*

LOCATION: based in Great Bend, KS

APPLICATIONS WILL BE TAKEN UNTIL POSITION IS FILLED

EMPLOYMENT: Summer 2024 – Up to 10 weeks (400 hours); will require some evening and weekend work commitments.

RESPONSIBILITIES:

The position will allow the successful candidate a chance to experience all areas of the Extension program through involvement in day-to-day projects, including assisting the public, working with Agents and coordinating projects for the Barton County Fair, June 26 – 30 or Ellis County Fair, July 15 – 21. Some job responsibilities may require some outside physical labor.

QUALIFICATIONS

- ✓ Required: Completion of at least four university semesters
(Will need to have reached at least junior status by the 2024 fall semester)
- ✓ Students majoring in agriculture, family & consumer science, education, communication, media and marketing, or other related disciplines are encouraged to apply.
- ✓ Ability to communicate effectively, both orally and in writing, with individuals, groups, and through mass media.
- ✓ Experience working with adults and youth from various ethnic and socio-economic backgrounds.
- ✓ Ability to utilize electronic communication and computer applications to fulfill programming responsibilities.
- ✓ Self-motivation and ability to work with a minimum of supervision, balancing multiple projects.
- ✓ Experience working with individuals, groups, and co-workers to accomplish individual and/or group goals, as evidenced by previous leadership roles.

TO APPLY: Submit Resume, Cover Letter and Contact Information for 3 References to:

Great Bend Position

Cottonwood Extension Office – Great Bend
3007 10th Street
Great Bend, KS 67530
(620) 793-1910

Or you may e-mail application information to Jay Harris, District Director, at: jayharris@ksu.edu.

TO LEARN MORE: To learn more about K-State Research and Extension work in Cottonwood Extension District, visit www.cottonwood.ksu.edu

EQUAL EMPLOYMENT OPPORTUNITY: Kansas State University is an Affirmative Action/Equal Opportunity employer committed to nondiscrimination on the basis of race, sex, national origin, disability, religion, age, sexual orientation, or other non-merit reasons (including employment of disabled veterans and veterans of the Vietnam era.) EEO Coordinator: Jennifer Wilson, 121 Umberger Hall, Manhattan, KS 66506. EEO Counselor: Gregg Hadley, 123 Umberger Hall, Manhattan, KS 66506.

Cottonwood Extension District

Kansas State University
Agricultural Experiment Station
and Cooperative Extension
Service

K-State, County Extension
Councils, Extension Districts,
and U.S. Department of
Agriculture Cooperating.

K-State Research and
Extension is an equal
opportunity provider and
employer.