

# Assistant/Associate Extension Professor of Horticulture and Ornamental Horticulture Specialist

Orono, ME, United States (On-site)

## JOB INFO

- Job Identification83
- Job CategoryFaculty
- Posting Date07/01/2024, 11:32 AM
- Locations College Avenue, Orono, ME, 04469, US(On-site)
- Business UnitUniversity of Maine
- Job ScheduleFull time
- Regular or TemporaryRegular
- DepartmentUM Cooperative Extension
- Bargaining UnitAssociated Faculties of the University of Maine System (AFUM)

## JOB DESCRIPTION

### **Statement of the Job:**

The Assistant Associate Extension Professor and Ornamental Horticulture Specialist with University of Maine Cooperative Extension will provide specialized support and applied research in ornamental horticulture statewide.

The Assistant/Associate Extension Professor will be based at the University of Maine in Orono and will develop and conduct educational programs and applied research projects throughout the state with an emphasis on Maine's green industry. The agricultural industries in Maine to which this position will focus include floriculture, nurseries, garden centers, arboriculture, greenhouse production and clients involved in consumer horticulture. This position works with other Extension faculty, advisory boards, and commodity associations to offer programs addressing the educational needs of Maine's landscape designers, landscape professionals, nursery growers, propagators, arborists, growers and professional gardeners.

The specialist will conduct applied research and scholarship in collaboration with colleagues within Cooperative Extension, the UMaine School of Food and Agriculture, and others.

### **Essential Duties & Responsibilities:**

- Designs and implements a plan of work that addresses priorities in Maine's green industry involving ornamental horticulture.
- Develops and delivers educational programs in support of the Ornamental Horticulture Program that align with the UMaine Cooperative Extension mission and plan of work.
- Collaborates with Extension colleagues and other agency staff to deliver programs in horticulture business and community settings.
- Designs and delivers presentations on various ornamental horticulture topics that enhance client knowledge and capacity for applied learning.

- Develops, adapts and implements educational resources and materials for use in education programs.
- Teaches courses for credit (including micro-credentials) for enrolled university students, community members seeking certification and/or others.
- Assesses needs as an essential part of program planning, program implementation and grant development.
- Secures external grants and contracts for program expansion and sustainability.
- Builds capacity of field staff involved in agricultural production related to ornamental horticulture.
- Provides leadership on the Extension Home Horticulture Team.
- Participates in local, state and regional program development and implementation teams.
- Serves on organizational development and governance committees.
- Develops a working relationship with the Maine Agricultural and Forestry Experiment Station and UMaine Cooperative Extension personnel dealing with horticultural commodities.
- Works collaboratively with other agencies, organizations, and citizens advisory groups to uniquely address priority issues with an emphasis on greatest potential audience impact through state-wide programs.
- Builds and sustains relationships and collaborates with colleagues in Cooperative Extension, faculty and staff from other UMaine academic departments, and faculty and staff throughout the UMaine System and community partners.
- Engages in applied research and disseminates the results. Partners as necessary and appropriate with fellow staff and colleagues.
- Interprets research findings with faculty working with subject area curriculum/program teams and advisory groups.
- Communicates outcomes, impacts, and public values to a variety of audiences (including legislators, funders, consumers, and other decision makers).
- Compiles and submits reports as requested or required (Civil Rights, Program Impact, and Plan-of-Work).
- Develops and sustains a professional development plan in support of one's professional, organizational and plan of work priorities.
- Hires, trains, and supervises professionals, hourly, and/or student employees as appropriate, including conducting or participating in required performance evaluations, and providing safety and environmental management oversight.
- Utilizes coaching and mentoring methods, which provide an environment that is anticipatory, supportive, and encourages constructive feedback on performance.
- Seeks ways to reach under-served and under-represented community members while ensuring compliance with affirmative action, equal opportunity, and civil rights guidelines.
- Commits to organizational improvement by identifying opportunities to improve and recommending possible alternatives for the situation.
- Participates in Extension staff meetings as appropriate.
- Participates in organizational program meetings to support program development that affects the ornamental horticulture programs.
- Performs other related duties upon request.

[Complete Job Announcement](#)

## About the University:

The University of Maine is a community of more than 11,900 undergraduate and graduate students, and 2,500 employees located on the Orono campus, the regional campus in Machias, and throughout the state. UMaine is a land, sea and space grant university, and maintains a leadership role as the University of Maine System's flagship institution. UMaine is the state's public research university and a Carnegie R1 top-tier research institution, dedicated to providing excellent teaching, research and service for Maine, the nation and the world. More information about UMaine is at [umaine.edu](http://umaine.edu).

The University of Maine offers a [wide range of benefits](#) for employees including, but not limited to, tuition benefits (employee and dependent), comprehensive insurance coverage including medical, dental, vision, life insurance, and short and long term disability as well as retirement plan options. As a former NSF ADVANCE institution, the University of Maine is committed to diversity in our workforce and to dual-career couples.

UMaine is located in beautiful Central Maine. Many employees report that a primary reason for choosing to come to UMaine is quality of life. Numerous cultural activities, excellent public schools, safe neighborhoods, high quality medical care, little traffic, and a reasonable cost of living make the greater Bangor area a wonderful place to live. Learn more about what the Bangor region has to offer [here](#).

## Qualifications:

### Required:

- Doctorate degree and approximately 3-5 years experience in the area of horticulture or relevant field, by date of hire.
- Knowledge of current and emerging issues, practices, and trends in ornamental horticulture.
- Excellent interpersonal, technical writing, and public communication skills with the ability to articulate clear goals.
- Proven ability to achieve goals and manage multiple tasks.
- Ability to plan, organize, coordinate, teach and evaluate educational programs at the University level.
- Demonstrated computer and educational technology skills.
- Demonstrated experience with community needs assessments and utilizing a variety of methods to disseminate researched-based information.
- Documented record of conducting high-quality, applied scientific research, demonstrated by publication in peer-reviewed journals and/or popular press.
- Ability to work both independently and effectively with others in a team environment.
- Ability to creatively solve problems and manage conflicts within groups.

### Preferred:

- Experience with Cooperative Extension educational program development, delivery and evaluation.
- Established record of effectiveness in Extension educational programming and undergraduate teaching, including the utilization of technology for academic and/or Extension instruction.
- Experience in grant writing and the financial management of grant funds.

- Experience working with diverse audiences; knowledge of diversity, equity and inclusion; and understanding of equal opportunity, affirmative action and civil rights policies.
- Successful supervisory experience.
- Proficiency with computer programs such as Microsoft Excel, Word and PowerPoint, as well as Google Drive and document management software.

**How to apply:**

Materials must be submitted via "Apply For Position" below. You will need to create a profile and application; upload:

- 1.) a cover letter which describes your experience, interests, and suitability for the position
- 2.) a resume/curriculum vitae

Candidates selected to proceed to the final stages of the search process will be requested to provide a list of names and contact information for references.

Incomplete application materials cannot be considered. Materials received after the initial review date will be reviewed at the discretion of the University.

For questions about the search, please contact search committee chair: David Handley, [David.handley@maine.edu](mailto:David.handley@maine.edu).

The successful applicant is subject to appropriate background screening.

In complying with the letter and spirit of applicable laws and pursuing its own goals of diversity, the University of Maine System does not discriminate on the grounds of race, color, religion, sex, sexual orientation, transgender status, gender, gender identity or expression, ethnicity, national origin, citizenship status, familial status, ancestry, age, disability physical or mental, genetic information, or veterans or military status in employment, education, and all other programs and activities. The University provides reasonable accommodations to qualified individuals with disabilities upon request. The following person has been designated to handle inquiries regarding non-discrimination policies: Director of Equal Opportunity, 101 Boudreau Hall, University of Maine, Orono, ME 04469-5754, 207.581.1226, TTY 711 (Maine Relay System).

**Clery Act**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act, mandates that all Title IV institutions, such as the University, prepare, publish and distribute an Annual Security Report, (ASR) and provide notice of the availability of the ASR to all prospective employees. This report consists of two basic parts: disclosure of the University's crime statistics for the past three calendar years; and disclosures regarding the University's current campus security policies. You may view the University's Annual Security Report by clicking on this link: <https://umaine.edu/police/clery-annual-safety-report/>. If you wish to have a paper copy of the ASR or you need to have a copy of the ASR in an accessible format, the University will provide such a copy upon request. Please contact: UMaine Police Department, 81 Rangeley Rd., The University of Maine, Orono, ME 04469-5794, or call 207.581.4053.

## ABOUT US

Established in 1968, the University of Maine System is the state's largest educational enterprise. It has an annual enrollment of nearly 30,000 students and positively impacts the lives of hundreds of thousands of Mainers each year through its educational and cultural offerings as well as outreach and public service to individuals, businesses, organizations and policymakers.

The System has an estimated \$1.5 billion total statewide economic impact each year, a return of \$7.50 for every dollar of State appropriation. Two-thirds of its alumni—approximately 120,000 people—live in Maine.

The University of Maine System is accessible with seven universities—some with multiple campuses—located across the state, as well as a law school, an additional 31 course sites, and Cooperative Extension.

The University of Maine System Chancellor's office is located in Estabrooke Hall on the University of Maine campus in Orono. System-wide services and governance employees work from campuses across the state.