

**Summer Intern Job Announcement**  
**University of Nebraska–Lincoln Cooperative**  
**Extension In Lincoln, Logan, and McPherson Counties**

**Specific Duties:**

1. Promote and coordinate Lincoln, Logan and McPherson County 4-H youth program events.
  - a. Provide support to existing 4-H clubs.
  - b. Provide supportive materials to youth participating in 4-H as independent members.
  - c. Promote 4-H programs and activities using newsletters, media, and other available resources.
  - d. Coordinate and help with Lincoln, Logan and McPherson Fair activities.
2. Promote member recruitment and retention for Lincoln, Logan and McPherson County 4-H programs.
  - a. Recruit 4-H age youth to participate in the programs.
  - b. Communicate with members to encourage member retention.
  - c. Recruit adult and teen volunteers to work with youth as resource volunteers or in leadership roles.
3. Coordinate and teach educational programs to build agricultural literacy, career development, citizenship/leadership, healthy living, and STEM opportunities.
  - a. Plan and conduct educational programs to build strategic outcomes.
4. Accountability.
  - a. Work with local 4-H Councils in structuring 4-H programs to meet membership needs.
  - b. Report activities to the Extension Board on a timely and regular basis.
  - c. Strive to meet standards set by UNL Extension programming.
  - d. Receive guidance and leadership from the lead educator and 4-H youth educator concerning job duties.
5. Must be able to carry up to 50 pounds.
6. Hourly wage will be between \$10 and \$12, depending on experience.

**Objectives:**

- Develop a variety of communication skills necessary for leadership in teaching, media presentations, recruitment and personal interactions with diverse audiences.
- Understand leadership role of Extension faculty in establishing and maintaining community/county/state linkages and networks.
- Plan, execute and evaluate an educational program that meets a need for youth and adults.
- Transportation in the three-county area will be required along with a valid driver's license.
- Able to be certified with UNL Transportation (Requires good drivers record).

**When:** Twelve week hourly temporary position; May 23 – August 13 (dates negotiable).

**Where:** Located and supervised in the Lincoln-Logan-McPherson Extension office.

**Why should you apply to be a summer intern with University of Nebraska–Lincoln Extension in Lincoln Logan and McPherson Counties?**

- Learn more about a career with University of Nebraska–Lincoln Extension.
- Gain experience in teaching in a non-formal setting to both youth and adult audiences.
- Add a valuable work experience to your resume.
- It's a great summer job!

# SUMMER EXTENSION INTERN JOB APPLICATION

Please Type or Print Clearly. Mail completed application by **April 8** to:

Randy Saner  
Lincoln-Logan-McPherson Extension,  
348 W State Farm Road  
North Platte NE 69101

Name \_\_\_\_\_  
Last First Middle

Telephone: Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Present Address: \_\_\_\_\_  
Box # or Street Address  
\_\_\_\_\_ City State Zip

Email Address: \_\_\_\_\_

Undergraduate/Graduate Major: \_\_\_\_\_

Classification: (Sophomore, Junior, Senior, Graduated) \_\_\_\_\_

Advisor's Name/Phone: \_\_\_\_\_

List employment starting with most recent:  
Employer/Dates/Position:

Employer (1)

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Employer (2)

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Employer (3)

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List previous Cooperative Extension related experiences (4-H club, 4-H camp, Media, county fair, etc):

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List extracurricular leadership activities: (high school, college and community):

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Describe your career plans:

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Explain why you wish to participate in this internship program:

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Attach an unofficial copy of your current transcript.

Please have two letters of recommendation submitted from at least two of the following categories: faculty members, previous employers or volunteer experience supervisors. Persons writing letters of recommendation should send them **by April 8** to Randy Saner, Unit Leader, 348 West State Farm Rd., North Platte NE 69101.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_