

**Vacancy Announcement**  
**Executive Director, Association of Southern Region Extension Directors (ASRED)**

The Executive Director of ASRED provides administrative and staff level support for association business, programs, and activities; facilitates programmatic cooperation and coordination among the member states; and fosters the linkages, partnerships, and collaborative arrangements necessary to place the member states in the strongest position possible to ensure success at the state, regional and national levels. The Office of the Executive Director is charged with promoting the collaborative work of the Southern Region Program Leadership Network as a mechanism to strengthen Extension programming on a multi-state and regional level. In addition, the Executive Director devotes 25% FTE as a member of the national Extension Director/Administrator team in support of the national work of ECOP and the Cooperative Extension section of the APLU Board on Agriculture.

**General Duties and Responsibilities**

- Provide direct staff support for the ASRED Chair and for committees, programs, and members of ASRED as assigned.
- Coordinate regional, multi-state, and integrated programs and educational activities. Facilitate the collection of data on the implementation and evaluation of multi-state programs within the region. Make these data appropriately available for states to use in reporting against annual plans of work. Tender regional reports to NIFA and others as appropriate.
- Actively pursue regional and multi-state programming and funding opportunities on behalf of the member states, facilitate the development of proposals and support those proposals through the funding process.
- Cooperate and collaborate as appropriate with experiment station directors, academic heads, and 1890 administrators at both the regional and national level.
- Promote and facilitate the goals and objectives of ASRED through effective liaison among states within the region, between the Southern Region and other Extension and experiment station regions, with NIFA, and with a variety of other federal partners.
- Work cooperatively with the Southern Association of Agricultural Experiment Station Directors (SAAESD) staff to coordinate programs and activities and to promote joint research/Extension cooperation within the Southern Region.
- Serve as ASRED's principal contact with the ECOP/CES Executive Director of Extension. Support the office of the ECOP Executive Director of Extension and Outreach and the initiatives and activities of ECOP as appropriate, devoting 25% FTE to national efforts.
- Support ECOP Chair when position is occupied by an Extension Director from the Southern Region.
- Be responsible for all fiscal and personnel matters related to the office of the ASRED executive director.

**Qualifications**

An earned doctoral degree in agricultural, human, life or educational sciences and successful administrative experience are required. Successful leadership experience at a state Cooperative Extension Service is highly desirable. Previous or current responsibilities involving appraisal of Extension educational programs, budget development, human and fiscal resource allocation, administration of personnel, and development of funding initiatives are important experiences. Comprehensive understanding of the Cooperative Extension System and its relationships at the federal, state, and county levels and knowledge and understanding of the broad land-grant mission with particular emphasis on the role and function of the Cooperative Extension System are preferred. The abilities to plan, organize, budget, motivate, solve problems, and communicate effectively with diverse audiences and constituencies in support of the goals of ASRED are essential. Effective use of information technology in

the delivery of educational programming and in the work of the ASRED is essential. Knowledge of southern region Cooperative Extension efforts is desirable.

***Salary and Conditions of Employment***

Salary will be competitive and commensurate with experience and qualifications. The position of Executive Director is a full-time, 12-month position.

***Location***

Location of the successful candidate is negotiable. Travel will be required to participate in regional and national activities.

***To Apply***

Applications and nominations will be accepted until a suitable applicant is identified; review of applications will begin April 12, 2024. Applicants should submit a letter of intent; curriculum vitae; and the names and contact information of five (5) references to:

Executive Director Search  
c/o Rick Avery, Director  
Texas A&M AgriLife Extension Service  
asredsearch@ag.tamu.edu  
979-314-8202