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ANNOUNCEMENT

October 8, 2026

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, FEDERALLY FUNDED FULL-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

<i>Announcement No. 004-27</i>		
<i>Position Title</i> EXTENSION ASSOCIATE I		
<i>Salary Range:</i> UGPP/J-01 \$37,913.00 - UGPP/J-18 \$66,821.00 Per Annum	<i>Opening Date:</i> <i>Closing Date:</i>	October 8, 2026 October 22, 2026
<i>Location:</i> College of Natural & Applied Sciences (CNAS)/ Cooperative Extension Services (CES)		

MINIMUM QUALIFICATION:
Bachelor’s Degree or Associate’s Degree with three years relevant and related work experience.

NECESSARY SPECIAL QUALIFICATION:
Must have a valid driver’s license.
Ability to work evenings and weekends as required.
Ability to travel to Pohnpei, Commonwealth of the Northern Mariana Islands, or Palau.

QUALIFICATIONS REQUIRED:
Pursuant to Public Law 26-87 as amended by Public Law 29-113, all future employees of any position within the government of Guam will be required at minimum to possess one of the following:

1. A high school diploma; or
2. Successful completion of General Education Development (GED) Test; or
3. The equivalent of a general education high school program; or
4. Successful completion of a certification program, from a recognized accredited or certified vocational technical institution, in a specialized field for the job.

CHARACTER OF DUTIES:
Under the supervision of the Project Investigator, Assistant Professor of Community Development Jimmy T. Camacho, Ph.D., the Extension Associate I will provide leadership for a multi-institutional resident instruction grant serving the University of Guam and partner institutions across the Western Pacific Region (Northern Marianas College, College of Micronesia– Federated States of Micronesia, and Palau Community College). Duties include:

- Provide direction and day-to-day management of the grant, including accountability for meeting grant objectives, timelines, and reporting requirements;
- Coordinating the inter-institutional advisory committee, schedule and at times facilitate structured virtual meetings, and guide the inventory and alignment of curricula across each of the education institutions.
- Direct logistics for student recruitment across the Commonwealth of the Northern Marianas, Federated States of Micronesia, and Palau, a two-week residential internship, and related experiential learning activities.
- Direct the activities of an independent external evaluator, review formative and summative evaluation reports, and use evaluation findings to adjust program design, recruitment strategy, and curriculum. Provide direction and day-to-day management of the grant, including accountability for meeting grant objectives, timelines, and reporting requirements;
- Coordinating the inter-institutional advisory committee, schedule and at times facilitate structured virtual meetings, and guide the inventory and alignment of curricula across each of the education institutions.
- Direct logistics for student recruitment across the Commonwealth of the Northern Marianas, Federated States of Micronesia, and Palau, a two-week residential internship, and related experiential learning activities.
- Direct the activities of an independent external evaluator, review formative and summative evaluation reports, and use evaluation findings to adjust program design, recruitment strategy, and curriculum.

KNOWLEDGE, ABILITIES AND/OR SKILLS:

- Knowledge of higher education curriculum development, articulation agreements, and two-year to four-year transfer pathways.
- Knowledge of food and agricultural sciences education and land grant extension programming.
- Knowledge of the higher education landscape and cultural context across Guam, Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, and Palau.
- Ability to meet strict deadlines and oversee multiple tasks concurrently without extensive supervision.
- Ability to lead and coordinate a multi-institutional team without direct supervisory.

EXTENSION ASSOCIATE I #004-27

- Ability to work independently and exercise sound judgment working with diverse representatives and stakeholders.
- Ability to adapt program operations in response to disruptions such as typhoons and other regional emergencies.
- Ability to build trust with island communities, students, farmers, and government agencies across diverse cultural contexts.
- Skill in multi-institutional project management, including coordinating personnel, timelines, and deliverables across four partner institutions.
- Skill in building and sustaining partnerships with faculty, administrators, industry, and government stakeholders across a geographically dispersed region.
- Skill in written and oral communication, including federal grant reporting, proposal narrative development, and public presentation.
- Skill in facilitating collaborative, committee-based decision-making, including virtual meeting facilitation across multiple time zones and institutions.

EDUCATION:

Applicants claiming degrees or credit hours are required to have an original or certified copy of the documents (e.g. transcripts, high school diploma or GED certification) accompany the application.

WORK ELIGIBILITY:

Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (e.g. previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.

Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position within the University of Guam, you will be required to present valid documents to comply with the law.

POLICE AND COURT CLEARANCE:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

HOW TO APPLY:

All applicants must submit an online job application through UOG's online employment portal system at <https://uog.peopleadmin.com> and upload supporting documents with their application. For further information, please call 735-2350.

UNIVERSITY INFORMATION:

Information on the University's campus security and fire safety may be accessed at <https://www.uog.edu/safety-security/>.

THE UNIVERSITY OF GUAM IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER:

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, located at the EEO/ADA Office, Dorm II, Iya Hami Hall, Room 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

Lorenzo Eduvala

LORENZO G. EDUVALA
Acting Chief Human Resources Officer

Extension.Associate.I.10/08/26
Approved by CHRO 10/08/26