

#### **Administrative News from Glen:**

I hope that you each had a great holiday break. I returned this week excited to take on the New Year. The search committee began screening applications for the vacant associate director position in early December, though we accepted applications until this week, the close of the screening period. As is our practice, we chose to identify the search committee membership after applications were in and screening had begun, but thought you might want to know who is representing all of us on this important search committee. Duane Williams, Associate Director CES, is chairing the committee. Committee members are: Rachel Vardiman, 4-H Youth Development Initiative Team Chair; Kimberly Chapman, Community Development Education Initiative Team Chair (replacing Bill Taylor); Kentz Willis, Nutrition and Food Safety Initiative Team Chair; Steve Paisley, Profitable and Sustainable Agricultural Systems Initiative Team Chair; Dallas Mount, Sustainable Management of Rangeland Resources Initiative Team Chair; Donna Brown, Head of the Department of Family and Consumer Sciences; Tana Stith, Manager and Graphic Designer, UW CES Communications and Technology: Johnathan Despain, State 4-H Program Coordinator; and Kat Hughes, Marketing Coordinator, UW Outreach School. You will hear more about this search as candidates to interview are identified and schedules are set. It appears that we have a strong pool of applicants for the position. I am confident of a successful search for an associate director. Regards, Glen

HOLD THESE DATES: Associate Director Candidate Presentations, via video-conferencing, are tentatively scheduled for March 1 and/or March 8, 2011. Sites around the state will be announced at a later date.

#### Staff Development/Federal Relations News from Susan:

### **Personnel News**

Welcome Jennifer Cheney who began January 3<sup>rd</sup> as the 4-H Educator in Hot Springs County. A 2009



graduate of the University of Wyoming, Jennifer has a B.S. degree in Family and Consumer Sciences. She has been working as the administrative assistant in the Hot Springs Extension Office since April, so has become familiar with the 4-H clientele and program. Welcome Jennifer to the Hot Springs County team!

Southeast Area Extension Educator, Sustainable Management of Rangeland

Resources, position #0177. This position will be based in Carbon County, Rawlins, WY. This is an extended term track position. A master's degree is required with at least one degree in Range Management. This position serves a five county area including Carbon, Albany, Laramie, Platte, and Goshen counties. This position closed January 5<sup>th</sup> and screening is currently in progress.

Northeast Area Extension Educator, Sustainable Management of Rangeland Resources, position #1675.

This position will be based in Crook County, Sundance, WY. This is an extended term track position. A master's degree is required with at least one degree in Range Management. This position serves a five county area including Crook, Campbell, Johnson, Sheridan, and Weston counties. The position closed January 5<sup>th</sup> and screening is currently in progress.

Associate Director, UW Cooperative Extension Service, position #0488. This position will be based on the UW campus in Laramie. It is one of two Associate Director positions and has primary leadership for and oversight of approximately half of the Extension areas in the state. The Search Committee is completing screening of applications. Watch for further information in the next month.

Extension Food and Nutrition Specialist in the Department of Family and Consumer Sciences, Cooperative Extension Service and College of Agriculture and Natural Resources, University of Wyoming. Position # 0583. Assistant or Associate University Extension Educator; Academic Professional. This is a 100% Cooperative Extension appointment. An MS in Human Nutrition, Food and Nutrition, Nutrition Education or a closely related field from an accredited college or university is required. See the complete position announcement on the CES Web site. Close date for applications has been extended until January 31, 2011. Mary Kay Wardlaw is chairing the search committee. Contact Mary Kay or Dr. Donna Brown, FCS Department Head for more information.

**Big Horn County 4-H Educator, position # 4441**. This position will be based in Greybull; this is a full time University Extension Educator, non-extended term track position. Screening is complete and interviews are scheduled for late January.

Laramie County 4-H Educator, position #4286. This position will be based in Cheyenne; this is a full time University Extension Educator, non-extended term track position. Screening is complete and interviews are scheduled for late January.

Park County 4-H Educator, position #0789. This position will be based in Cody; this is a full time University Extension Educator, non-extended term track position. A bachelor's degree is required. Upon completion of master's degree, demonstrated excellent performance, and availability of funds, promotion to extended term track extension educator is possible. The University of Wyoming is dedicated to ensuring a safe and secure environment for our faculty, staff, students, and visitors. To achieve that goal, we conduct background investigations on prospective employees. Close date for applications is January 13, 2011.

#### **Professional Development News**

EPIC 2011 – Mark your calendars and reserve November 1–4 (Tuesday–Friday), 2011 in Evanston. Watch for details in coming months.

# Reporting Tip

CES on-line reports – for all educators and specialists that complete these reports – remember, you should be reporting all extension time, not just time spent teaching or doing presentations. It is important that you report actual hours worked and all contacts. If you have questions, please contact Susan.

#### Civil Rights Tip

It's time once again for all counties to conduct 4-H Expansion and Review committee meetings. The purpose of these annual meetings is to gain input on how to expand our outreach to youth audiences; this may be by geographic location, underserved audiences by race/ethnic origin, age, socio-economic background, etc. The committee should be made up of non-4-H clientele. A sample committee might be: school counselor, representative for girl and boys club, the DARE officer from your local police or sheriff's office, other youth organizations. Minutes should document the discussion at the meeting. For more information contact Susan.

## **Customer Service Tip**

**Do your customers know who you are?** If they see you, would they recognize you? Could they call you by name? Being visible in your county or area is an asset. At UW, we have pictures posted in the hall with all of our field office employees and a board with state specialists, department heads, and CES administration. Have you thought of having photos of all staff (administrative assistants, CNP educators, extension educators), in full view of your clientele with their names posted below? If you have had turnover in any positions in your office in the past year, I would encourage a new photo be sent to UW to update our photo board. A great idea to start the New Year!

Winter

#### Cent\$ible Nutrition Program News from Mary Kay:

2010 was another successful year for the Cent\$ible Nutrition Program. We are currently printing our annual highlight report and copies will be sent to your offices soon. Here are a few selected impacts:

- 1,133 adults graduated from the program (8.5 average lessons)
  - Mean daily cups of fruits increased from 0.9 to 1.2, or .30 cup increase
  - o Families reported saving an average of \$53.82 per month
- 2,574 youth participated in a series of five lessons in school classrooms, afterschool programs and camps
  - o About 50% improved their knowledge of MyPyramid food groups
  - o 30% now eat a variety of foods
- 4,634 adults and 4,735 youth participated in one-time educational lessons
  - o 83.6% of adults reported intent to change behavior
- 29% of enrolled adults are minority status with 14% Hispanic/Latino and 13% American Indian or Alaska Native. 17% of enrolled youth are minority status with 14% Hispanic/Latino, and 8% American Indian or Alaska Native.

# Congratulations! CES Employees!

Marie Hanson & Lanny Hanson - *Dean's Outstanding Staff Award*Suzy Pelican - *Outstanding Educator Award* 

Very Much Deserved!



Martin Luther King/Wyoming Equality Day UW Offices closed Monday, January 17th

