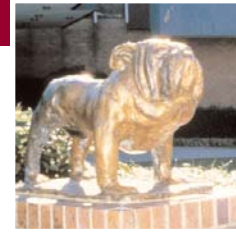




MISSISSIPPI STATE UNIVERSITY  
POSITION ANNOUNCEMENT

# Executive Director of Extension & Outreach



Mississippi State University invites applications and nominations for the position of Executive Director of Extension and Outreach. The Executive Director provides overall administrative, organizational, and programmatic leadership for the university's outreach activities through units including the Mississippi State University-Extension Service (MSU-ES), the Industrial Outreach Service (IOS), the University Television Center (UTC), and Academic Outreach and Continuing Education (AOCE). The Executive Director reports to the Vice President for Agriculture, Forestry and Veterinary Medicine concerning responsibilities related to the MSU-ES, IOS, and UTC and to the Provost and Vice President for Academic Affairs concerning responsibilities related to AOCE and other assigned responsibilities.

Mississippi State University, founded in 1878, is a land-grant and sea-grant institution, a Carnegie Doctoral/Research-Extensive institution, and the largest university in Mississippi. The university adjoins the city of Starkville, with a population of about 22,000. MSU enrolls approximately 16,000 students, 20 percent of whom are graduate students; has about 1,000 faculty members and more than 4,000 total full-time employees; has a total operating budget of more than \$515 million; and has annual research expenditures of about \$190 million. The campus and adjacent agricultural research lands comprise about 4,000 acres.

A partnership of federal, state, and county governments, the MSU-ES carries out the land-grant mission of the University by providing practical, research-based information, educational programs, and technology transfer focused on issues and needs of the people in Mississippi's 82 counties. It is a leading provider of noncredit educational opportunities for adults and youth. MSU-ES has 588 total full time employees and an operating budget of approximately \$35 million.

The IOS helps Mississippi industry become more effective and competitive in the global economy; serves as a coordinated, dedicated, and responsive conduit for applying resources and expertise available within the university to the problems and issues faced by Mississippi business and industry. The IOS has six full time employees and operates on \$500,000 per year with additional dollars in funded projects.

The UTC at Mississippi State University is a leader in providing the highest quality video productions and services for the university, the state of Mississippi and a nationwide clientele. With state-of-the art facilities and an experienced, knowledgeable staff, the Television Center creates quality visual messages. The UTC has 12 full time employees with a budget of \$700,000.

The AOCE is an academic/service arm of the University and extends educational opportunities through a variety of learning options to individuals, groups and agencies in nontraditional formats. The purpose of AOCE is to provide programs tailored to the needs of lifelong learners consistent with the overall objectives, resources and unique capabilities of the University. These programs are enhanced by a rich array of support services. There are 38 full time employees and a budget of \$3 million.



## ESSENTIAL DUTIES AND RESPONSIBILITIES

- The Executive Director has a primary leadership and management responsibility for ensuring that Mississippi State University is actively engaged with communities, business and industry, education, the agricultural and forestry sector, state agencies, and other constituencies for the benefit of the state's citizens.
- The Executive Director is responsible for ensuring the coordinated and effective application of university resources and capabilities to university outreach efforts in a manner consistent with university strengths and priorities and the needs of Mississippi.
- The Executive Director is to provide effective leadership and oversight for direct reporting units and develop collaborative efforts with other academic and administrative units of the institution to ensure a cohesive and coordinated university-wide outreach effort.
- The Executive Director will be an advocate and spokesperson for outreach and engagement within the university and among the institution's varied constituencies, and with other colleges and universities, professional organizations, state and federal agencies, state and federal policymakers, and the public.

## MINIMUM QUALIFICATIONS

- Demonstrated understanding of the extension and outreach responsibilities of a land-grant institution, including the interrelationships among research, extension, and continuing education, and the interrelationships among state, national, and international governments and economies;
- A record of successful and innovative leadership and management experience, including demonstrated ability to plan effectively, motivate others, delegate appropriately, and manage personnel and budgets;
- Effective communication and interpersonal skills;
- A commitment to diversity;
- A record of scholarship and continuing professional growth; and
- An earned doctorate from an accredited institution.

## APPLICATIONS

Review of applications will begin on April 1, 2006, and continue until the position is filled. Applicants should submit a letter of interest that discusses qualifications for the position; a curriculum vita; and the name, telephone number, mailing address, and email address of at least five references.

- Application must be made on line at <https://www.jobs.msstate.edu>



For more information, contact Dr. Hopper at 662-325-2953 (phone), 662-325-0015 (fax) or [ghopper@cfr.msstate.edu](mailto:ghopper@cfr.msstate.edu).