

**Summer Intern Job Announcement  
University of Nebraska–Lincoln  
Extension in Keith-Arthur Counties**

**Specific Duties:**

- Plan, coordinate, promote, teach, and evaluate educational programs under the direction of the 4-H Development team.
- Assist with coordinating and teaching at Extension programs such as 4-H camps, workshops, and other youth events.
- Promote 4-H programs and activities using social media, flyers, and other available resources.
- Coordinate and help with Keith County Fair and Arthur County Fair.
- Promote youth and volunteer recruitment and retention for Keith and Arthur County 4-H programs.
- Receive guidance and leadership from the Lead Educator and 4-H Youth Staff concerning job duties.

**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.

**Preferred Qualifications:**

- Over the age of 16 years old.
- Ability to communicate effectively, both orally and in writing, with individuals, groups and through mass media and social media.
- Possess computer skills including email, internet, and Microsoft Office Programs.
- Must be able to carry up to 50 pounds
- Transportation in Keith and Arthur County will be required along with a valid driver's license.

**When:** Twelve-week, part-time position; May 20 – August 12 (dates negotiable).

**Where:** Located and supervised in the Keith-Arthur County Extension Office, Ogallala, NE.

Hourly wage will be between \$13-\$14, depending on experience.

**Why should you apply to be a summer intern with University of Nebraska–Lincoln Extension in Keith & Arthur County?**

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

# SUMMER EXTENSION INTERN JOB APPLICATION

Please Type or Print Clearly. Mail completed application to: Keith-  
Arthur County Extension Office or Email to [tessa.reece@unl.edu](mailto:tessa.reece@unl.edu)  
511 North Spruce, Room 203  
Ogallala, NE 69153

**Application Deadline: April 29 or until position is filled**

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

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

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

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

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

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