

Position Announcement: Leadership Program Specialist – Georgia FFA

The Georgia Agricultural Education Program is seeking qualified candidates for the position of Leadership Program Specialist for the Georgia FFA Association.

Posting Date: March 1, 2023

Application Deadline: Until filled

Position Title: Leadership Program Specialist

Location: State FFA Office—Athens, Georgia

Position Description:

The position of Leadership Program Specialist is responsible for planning, coordinating and conducting all state-wide FFA leadership events for the Georgia FFA Association. They are expected to work closely with the State FFA Advisor, FFA Executive Secretary, Regional Directors, Camp Managers, and local FFA advisors to provide leadership opportunities for Georgia FFA members. The Leadership Program Specialist will be supervised by the FFA Executive Secretary.

This position provides both day-to-day conducting and long-range planning of leadership conferences for the Georgia FFA Association. This position is responsible for marketing the leadership portion of agricultural education and the FFA to local agricultural education teachers and FFA advisors, and to local FFA members.

Description of Specific Duties:

Administrative Duties

- Provide administrative support and guidance to Georgia agricultural teachers in the area of leadership and FFA chapter development.
- Prepare and provide registration and follow-up material to FFA advisors regarding all FFA leadership conferences and activities.
- Assist the Executive Secretary in processing all state leadership award applications.
- Assist in preparing the script and ceremony plans for the State FFA Convention.

Program Development Duties

- Be responsible for preparing curriculum, programing and registration material for all state FFA leadership conferences and activities (i.e. Greenhand Jamboree, Success Conference, Discovery Conference, Chapter Officer Leadership Trainings, FFA Day at the Fair, and a variety of other activities/events.)
- Market and promote all Georgia FFA leadership activities/events.
- Coordinate the Georgia FFA's bus trip to the Washington Leadership Conference.
- Assist the FFA Executive Secretary with the planning of arena portion of the State FFA Convention.
- Attend the National FFA Convention to assist with national judging and a variety of other duties assigned by the FFA Executive Secretary.

- Provide training for teachers and students that participate in any FFA Career Development Events and proficiency areas related to leadership.
- To remain knowledgeable and technologically proficient through professional development in the area of leadership and personal development.
- Prepare and conduct the Area Officer training program and work with Regional Directors to coordinate Area Officer calendars.

Other Duties

- Serve as a member of the State Agricultural Education staff.
- Manage additional duties as directed by the FFA Executive Secretary and the State Program Manager for Agricultural Education.
- Be an active member of the Georgia Vocational Agricultural Teachers Association.

Minimum Qualifications:

Education

Bachelor's Degree in Agricultural Education, Agricultural Communications, or similar and related field(s). Applicant should also have specific experience in FFA, leadership and program development.

Skills/Abilities/Characteristics Required

- Ability to think creatively and plan engaging leadership opportunities.
- Ability to prepare and present effective speeches and workshops.
- Well defined organizational skills
- Self starter with high expectations
- Ability to manage multiple priorities and work with diverse people and ideas.
- Willingness to travel as part of this job.
- Computer skills including proficiency in Microsoft Word, Excel, & PowerPoint, page layout and page design (InDesign, Photoshop, etc...), Internet and email use.

Salary/Benefits: Salary schedule based on years' experience and teacher certificate held; benefits include teacher retirement, health/medical and travel allotment.

Submit a cover letter, resume, and list of references to:

Ben Lastly
 Executive Secretary
 Georgia FFA Association
 316 Poultry Science - UGA
 Athens, GA 30602
blastly@gaaged.org
 Mobile – (706) 410-4604