Job Posting: 7849 - Position: Agricultural Program Assistant

Co-op Work Term Posted:	Spring 2019
App Deadline	11/18/2018 11:59 PM
Application Method:	Career Bridge
Posting Goes Live:	11/06/2018 04:03 PM
Job Posting Status:	Expired

Company Information

Organization	University of Lethbridge
Salutation	Ms.
Job Contact First Name	Jane
Job Contact Last Name	Doe
Contact Title	Program Coordinator - Agility
Address Line One	L1126
Address Line Two	4401 University Drive
City	Lethbridge
Province / State	Alberta
Postal Code / Zip Code	T1K 3M4
Country	Canada

Job Posting Information

Term Posted	Spring 2019
Job Title	Agricultural Program Assistant
Duration	4 Months/Poss. Extension
Job Location (City/Town)	Lethbridge
Job Location (Province/State)	Alberta

Job Description

Agility supports and creates innovative learning experiences for students from all disciplines. Activities supported by Agility help to build an atmosphere of creative discovery at the University of Lethbridge; students can explore and develop new ideas in a risk-free environment where failure is a way to learn. With a focus on innovation, Agility works within multiple areas of interest across campus. The initiatives in which Agility is involved aim to bring hands-on, interdisciplinary learning to U of L students. Agility is a campus-wide student program that is 100% donor funded. A major donor to Agility is Dr. Cor Van Raay, who has a passion for exposing students to the agricultural opportunities, specifically agribusiness, in Southern Alberta. As such, one of Agility's initiatives is to highlight agriculture and agribusiness to U of L students. Reporting to Agility's Program Coordinator, the successful candidate will assist with the implementation, development, promotion, and execution of agriculturally focused programs and directives, with a focus on promoting agribusiness.

The U of L currently houses a Department of Agricultural Studies, a minor in Agricultural Enterprise Management within the Dhillon School of Business, and an Agricultural Student Society. The University of Lethbridge and Lethbridge College also boast a transfer program in Agricultural Enterprise Management where students can transfer from Lethbridge College to any university and earn a degree. In the coming year, a major in Agricultural Enterprise Management will be available for students as well. With the growth of agricultural and agribusiness programming across Lethbridge, Agility will support and develop co-curricular, extra-curricular, and curricular activities to expose students to the opportunities within the agriculture and agribusiness sectors.

Co-op Position Duties:

• Research and analyze other agricultural/agribusiness programming at various institutes, with the intention of creating unique programming for U of L
• Support in developing and maintaining relationships with project partners, specifically Lethbridge College AGent, and industry/community members in agricultural sectors
• Develop infrastructure and frameworks for new programs like agriculture entrepreneur-in-residence and agriculture innovation seminar series
• Create and deliver agriculture programming; including working with marketing materials, venue booking, scheduling, etc.
• Function as an agricultural/agribusiness ambassador across all disciplines
• Complete marketing posts and work towards developing a campaign design for the program

Job Requirements

Job Requirements

The suitable candidate will have the following skills and characteristics:

• In the Co-op Program – any major (both Management and Arts &Science)
• A passion for agriculture in Southern Alberta
• Event and/or marketing experience
• Take initiative rather than waiting for direction
• Strong communication skills across various platforms
• Motivated, self-directed individual

Learning Outcomes

The selected candidate will develop the following skills and characteristics throughout the co-op position:

• Develop skills related directly to research and development within the agricultural and education industry
• Construct new experiential programs for U of L students across all disciplines
• Strengthen communication and networking skills
• Develop strong problem-solving and collaboration skills
• Freedom to explore, develop, and create potential programming independently
• Opportunities to take risks and expand creativity

Preferred Academic Level	Undergraduate
	Graduate
All Programs	Yes
Projected Start Date	January 07, 2019 12:00 AM
Projected End Date	April 30, 2019 12:00 AM