

Haralson County part-time Program Assistant

The 4-H CEPA will perform duties necessary to assist the county extension agents in the day to day conduct of programs. Duties will include answering phone calls, teaching in the classroom and working in 4-H assignments. Knowledge, Skills, Abilities and/or Competencies required to successfully perform work. Must be sensitive to the needs of Youth and able to carry out 4-H assignments as required. Physical demands; must be able to do light duty lifting and attend 4-H events, 4-H State, out of county weekend events, and Summer Camp. Graduation from a two year college or vocational/technical school with course emphasis in human relations and/or youth development or other relevant subject matters and experience in program planning; or an equivalent combination of training and experience. Must pass a background check and a Motor Vehicle record check, have reliable transportation, and be able to travel. Haralson County is an Equal Opportunity Employer and has a Zero Tolerance Drug policy.