



Purdue Extension-Posey County Summer Assistant

EMPLOYMENT PERIOD: mid-May – August 2026, dates negotiable

SUMMARY OF POSITION: This position will provide assistance to Purdue Extension staff during the summer months. The Summer Intern will increase his/her knowledge of youth development programs, community partnerships, volunteer development, and the Purdue Extension program. This summer position provides valuable pre-professional experience for educational and community based careers. The Summer Intern position will be supervised by the County Extension Director.

RESPONSIBILITIES: The Summer Intern work involves, but is not limited to, assisting in the planning, implementation and promotion of youth development programs that benefit Posey County 4-H youth, such as summer camps, fair related activities and events. This is a position requiring significant contact with the public and ability to multi-task. This summer position provides flexibility in scheduling; some weekend work may be required.

QUALIFICATIONS:

- Evidence of successful leadership experience in 4-H, school and/or community organizations
- 4-H experience preferred but not necessary
- Self-motivated and self-directed
- Ability to deal with a variety of people from diverse backgrounds
- Strong organization and excellent written and verbal communication skills
- Enthusiasm and flexibility, strong critical thinking skills
- Basic computer proficiency in Microsoft Office programs
- Knowledge of Posey County a plus
- Valid driver's license and proof of insurability
- Must pass volunteer screening process
- Must pass county drug test before employment
- Currently enrolled in a college/university program
- Must be 18 years of age

SALARY: \$20 /hr

APPLICATION PROCEDURE: Applications due February 15, 2025; Send a cover letter, resume, and completed application.

DEADLINE to apply is February 15, 2026.

Kristen Lowry, County Extension Director
Purdue Extension-Posey County
126 E. 3rd St., Rm. 29
Mt. Vernon, IN 47620
klowry@purdue.edu
[812-838-1331](tel:812-838-1331)

INTERVIEWS for top candidates will be held in February/March 2026.

Posey County is an equal opportunity/equal access/affirmative action employer.

EMPLOYMENT APPLICATION FOR SUMMER INTERN
WITH THE POSEY COUNTY PURDUE EXTENSION SERVICE

NAME _____ Email _____

ADDRESS _____

TELEPHONE _____

COLLEGE ADDRESS _____ PHONE _____

EDUCATION: _____

High School (Name & City)

College (Name)	No. of Years	Major
_____	_____	_____

What led you to pursue summer employment with the Extension Service? (Especially mention any connections with Agriculture, Consumer & Family Science, and Youth Work.)

Have you ever been in 4-H? _____

WORK EXPERIENCE

Describe Immediate Present or last employer	Title, Duties, Supervisor
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1. _____

2. _____

3. _____

REFERENCES (List three - name, address, and phone.)

1. _____

2. _____

3. _____

I understand that previous employers and character references may be contacted. I declare all information on this application to be truthful and complete to the best of my knowledge.

Date

Signature