



## 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. 3<sup>rd</sup> St., Rm. 29  
Mt. Vernon, IN 47620  
[klowry@purdue.edu](mailto: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

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.

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Date

Signature