

POSITION ANNOUNCEMENT

UGA-College of Agricultural and Environmental Sciences-Tifton Campus
P O Box 748 - 2356 Rainwater Road
Tifton, Georgia 31793
(229) 386-3336

THE POSITION OF Program Specialist II

LOCATION: Entomology – CES
Bugwood Network

ANNUAL SALARY RANGE: \$26,017. – 29,919.55

GENERAL DUTIES AND REQUIREMENTS:

This position will be part of the Center for Invasive Species and Ecosystem Health at the University of Georgia – Tifton Campus, responsible for working with Center staff, state agencies and other stakeholders to develop a comprehensive invasive species marketing campaign for Georgia. This position will assist in development of publications, interpretive educational displays, brochures and posters for use by the State parks, Georgia Forestry Commission and University to help educate the public on invasives and what is being done to fight the problem. They will work to enhance the Bugwood Network websites and incorporate Social Media features. They will also be responsible for organizing workshops and writing grant reports.

SPECIAL REQUIREMENTS OF THE JOB:

Bachelor's degree in Marketing, Communications, Journalism, Business or related field. Experience developing materials for government or non-profit organizations is a plus. Experience with page layout and graphic editing software such as Adobe Indesign, Adobe Photoshop, Adobe PageMaker or Adobe Illustrator is required. Must also have experience with Microsoft Office and Microsoft Windows. Experience developing marketing plans and materials (both print and online) is preferred. Excellent attention to detail and organization skills are a must.

INQUIRIES:

To apply: www.ugajobsearch.com/applicants/Central?quickFind=55135

An Equal Opportunity/Affirmative Action Institution