Benefits package
(for full-time employment)

- Retirement plan with matching employer contributions up to 10%
- Group health, dental, vision, life and disability insurance plans
- Flexible Spending Accounts
- UA System wellness program
- 12 paid holidays
- Sick, annual, and children's educational leaves
- Tuition fee reduction at U of A institutions for employee, spouse and unmarried dependent children

For more details about our benefits package, contact Human Resources at 501-671-2219
The Cooperative Extension Service is part of the University of Arkansas Division of Agriculture. With offices in 75 counties, our faculty and staff provide educational programs and research-based information to the people of Arkansas. From agricultural programs to family financial management to youth education, we offer educational programs that have immediate and practical applications. Our classrooms are found in open fields or on the tailgate of a pickup, in community centers and public schools, in the classroom and in the lab. Arkansas is our campus and you are our future!

If you would like to make a difference in the lives of Arkansans and join the Cooperative Extension Service team, visit our employment web site.

Salaries are comparable to those of other educational institutions and state agencies and vary according to educational background, previous professional experience and area of assignment.

**How it Works:**

Follow these easy steps:

2. If you haven’t used our online employment system before, click **Create Account** to create an online profile. If you already have an account, click **Log In**.
3. Click **Search Jobs** to view current employment opportunities.
4. Be prepared to provide personal information such as address, telephone, employment & education history, and professional reference details.

**Note:** Many positions require a resume or cover letter to complete the online application process, so please have those available at the time of your application.

5. Contact Human Resources if you need assistance with your application at jobs@uaex.edu or 501-671-2219.

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**Frequently Asked Questions**

**Can I apply directly with the hiring department?**

No. The jobs.uaex.edu online employment site is the central point for all advertised positions with UA Cooperative Extension Service. Only applications submitted through the site will be considered for employment.

**Where can I view job postings and apply?**

Applicants can view open job postings and submit an application at [http://jobs.uaex.edu](http://jobs.uaex.edu). If you do not have access to a personal computer, please check with local libraries or other public facilities that provide free computer access.

**What information will I need before I apply?**

The online employment system will require that you have an email account. You will be asked to provide personal information such as name, address, phone number, previous employment, education history, as well as contact information regarding your employment history and professional references. You may also be required to submit several documents with your application in electronic format, such as resume, cover letter, or an unofficial transcript.