



Interoffice Memorandum

August 8, 2019

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C. Bell*
Community and Family Services Department

FROM: Edmund L. Thralls, Interim Manager
Cooperative Extension Division

SUBJECT: **Consent Agenda Item – August 20, 2019**
Cooperative Extension Division Employment Agreement

Cooperative Extension in Orange County is administered through, and supported by, the University of Florida (UF) in collaboration with Orange County Government. Pursuant to Florida Statutes Section 1004.37(3), recommendations for Extension positions are to be presented for acceptance by the Board of County Commissioners.

The University has conducted a search and recommends Dr. John W. Roberts as the new Orange County Extension Agent I, Residential Horticulture/Master Gardener Coordinator. Dr. Roberts will be filling an existing and budgeted vacant position. The funding for this is split between the County (40%) and the University of Florida (60%) in accordance with the existing agreement between the County and the University for this program.

Dr. Roberts will be responsible for providing leadership for the development, implementation, and evaluation of Residential Horticulture programs in Orange County in collaboration with a team of County Faculty, UF Specialists, and local citizen advisors and volunteers. He will manage approximately 130 Master Gardener Volunteers to help extend Extension educational programs into the communities of Orange County. He will also work closely with other community organizations and government entities to provide more sustainable Florida-friendly landscaping practices to the citizens of Orange County, which will reduce water and fertilizer plant maintenance costs and improve water quality and quantity.

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Dr. Roberts has a Ph.D. in Environmental Horticulture from UF. A copy of the job description and Dr. Roberts' resume, along with the position letter from UF, are attached. Dr. Roberts anticipated start date is August 26, 2019.

ACTION REQUESTED: Acceptance of University of Florida's appointment of Dr. John W. Roberts as Orange County Extension Agent I, Residential Horticulture/Master Gardener Coordinator. All Districts

ET:jam

Attachment(s)

c: Randy Singh, Deputy County Administrator
Yolanda Brown, Fiscal Manager, Community and Family Services Department



Position # 0001-5096

Requisition # 43138

Classification Title: Extension Agent I, II, III, or IV – Residential Horticulture/Master Gardener Coordinator

Application deadline: 10 February 2019

Job Description:

The Florida Cooperative Extension Service is a partnership between state, federal, and county governments that provides quality, relevant education and research-based expertise to foster healthy people, a healthy environment, and a healthy economy. We are the resource that helps educate Floridians to address issues related to agriculture, natural resources, youth development, families and communities.

University of Florida/IFAS Extension and Orange County seek to fill a full-time permanent status-accruing Residential Horticulture and Master Gardener Coordinator Extension Agent position with a self-starting, energetic, team-oriented individual. As the Agent, you will provide overall leadership for the planning, coordination, implementation, supervision and evaluation of the Orange County Master Gardener Volunteer Program that averages 120 volunteers with each contributing 60 hours of service annually. You will also provide community-based extension educational programming for residential clientele in the areas of sustainable Florida Friendly Landscaping (ffl.ifas.ufl.edu), plant nutrition, soils and fertilizers, best management practices to protect water resources, and integrated pest management.

You will assist faculty colleagues in the maintenance of the extension teaching and demonstration Exploration Gardens and coordinate Master Gardener volunteer activities within the gardens for educational purposes. You will also coordinate with other faculty and community organizations to promote a culture that celebrates local food systems from garden to table. You will be expected to have a working knowledge of horticulture and experience with diagnostic skills as well as manage the Orange County Master Gardener Facebook and Twitter accounts. You will develop or assist with 4-H Youth Development activities as appropriate.

You will develop and maintain an advisory committee to assess client needs and program design. You will create an annual plan of work and report of accomplishment based on the input of the advisory committee. Additional faculty reports will be required. You will be expected to use skills in effective organization and record keeping, and to respond to clients in a timely and professional manner.

This position requires the agent to work with agencies and organizations on interdisciplinary projects, develop creative works, write non-technical people-friendly publications, seek extramural funding, and participate in professional societies. You will occasionally assume other responsibilities that benefit the total county extension program as assigned by the County Extension Director and/or the District Extension Director.

You will be expected to attain promotion and permanent status according to UF guidelines. Candidates will be reviewed as applications are received, but interviews might not be scheduled until 4 to 6 weeks after the position closing date.

Minimum requirements:

The successful candidate will have a bachelor's degree in horticulture or a related field. A flexible schedule that allows for irregular hours is necessary. Proficiency with computer technology, software applications, and internet use is required. If hired with solely a bachelor's degree, we want you to grow in your career. As such, we expect you to make at least 50% progress towards obtaining your master's degree within the first 6 years of employment. Course work completed within the State University System of Florida comes with a tuition waiver. A valid driver's license as well as national background screening is a requirement of this position.

Preferred qualifications:

Highly desirable are a master's degree, professional experience in the field, Spanish/English bilingual ability, and familiarity with or willingness to learn webpage design software and online tools in educational technology. Expertise in getting groups to work together for a higher goal, managing competing priorities, and adaptability to handle unexpected situations is a plus for this role. You must be an effective written and verbal communicator, feel comfortable presenting in front of small and large crowds, be able to establish solid partnerships, and find innovative ways to attract new audiences.

Further information:

Extension is a partnership between state, federal, and county governments to provide scientific knowledge and expertise to the public. As such, all partners are involved in the supervision of the office and contribute to the salary and support resources. The primary goal of Extension is to disseminate the latest knowledge and applicable technologies in agriculture, human and natural resources, and the life sciences in order to sustain and enhance the quality of human life. The UF/IFAS mission is accomplished through extension faculty members, scientists, educators, administrative staff, and volunteers working cohesively throughout Florida's 67 counties.

Application Instructions

Apply at <http://apply.interfolio.com/59693> by 11:59 p.m. (Eastern) of the posting end date, and attach:

- Cover letter that describes how your experience and qualifications have prepared you for this position
- Résumé or Curriculum vitae

The following documents are required, and may either be submitted through the above link at the time of application, or sent separately to our office (below).

- Previous Employment Form (located at http://personnel.ifas.ufl.edu/prev_employment.pdf).
- Unofficial copies of all transcripts and/or coursework of your academic degrees
- A minimum of 3 reference rating forms (located at http://personnel.ifas.ufl.edu/ref_form.pdf) from your professional/academic references. Reference forms will be kept on file for 1 year and will be automatically used with any of our extension agent positions you apply for during that time.

Reference rating forms and unofficial transcripts not submitted at the time of application should be submitted/postmarked by the next business day after the position's closing date. They may be submitted to:

Ms. Dana LeCuyer
UF IFAS Human Resources
Faculty Recruitment and Hiring
P O Box 110281
Gainesville, FL 32611-0281
dlecuyer@ufl.edu
Fax: (352) 392-3226

Selected candidate will be required to provide an official transcript to the hiring department upon hire. A transcript will not be considered "official" if a designation of "Issued to Student" is visible. Degrees earned from an education institution outside of the United States are required to be evaluated by a professional credentialing service provider approved by National Association of Credential Evaluation Services (NACES).

If an accommodation due to a disability is needed to apply for this position, please call 352-392-2477 or the Florida Relay System at 800-955-8771 (TDD). Hiring is contingent upon eligibility to work in the US. Searches are conducted in accordance with Florida's Sunshine Law.

The University of Florida is an Equal Opportunity Institution dedicated to building a broadly diverse and inclusive faculty and staff. The Institute of Food and Agricultural Sciences is committed to creating an environment that affirms diversity across a variety of dimensions, including ability, class, ethnicity/race, gender identity and expression. We particularly welcome applicants who can contribute to such an environment through their scholarship, teaching, mentoring, and professional service. The University and greater Gainesville community enjoy a diversity of cultural events, restaurants, year-round outdoor recreational activities, and social opportunities.

Education

- 2014-2018** PhD, University of Florida: Environmental Horticulture Department, Gainesville, FL. Dissertation directed by Dr. Andrew Koeser, entitled "Terrestrial Remote Sensing for Urban Forest Management."
- 2011-2013** MS, University of Florida: School of Forest Resources and Conservation (minor in Soil and Water Science), Gainesville, FL. Thesis directed by Dr. Michael Andreu, entitled "Denitrification Potential in Urban Riparian Zones throughout Tampa, FL."
- 2005-2009** BS, Sewanee–The University of the South: Environmental Studies, Sewanee, TN.

Research and Professional Experience

- Present** Utility Forester and Work Planner, Davey Resource Group
- 2014-2018** Graduate Assistant, University of Florida, Environmental Horticulture Department
- 2011-2014** Graduate Assistant / Lab Manager, University of Florida, School of Forest Resources and Conservation
- 2010** Research Volunteer, Peruvian Association for Environmental Conservation (APECO)
- 2009-2010** Research Assistant, Joseph W. Jones Ecological Research Center at Ichauway
- 2009** Research Assistant, University of Georgia

Teaching Experience

- Fall 2014** Teaching Assistant, *Vegetable Gardening* (HOS1014), Horticulture Sciences Department, University of Florida
- Fall 2013** Laboratory Instructor for *Dendrology/Forest Plants* (FNR3131C), School of Forest Resources and Conservation, University of Florida
- 2011-2012** Teaching Assistant for *Forest Conservation and People* (FOR3004), School of Forest Resources and Conservation, University of Florida

Presentations

–Accepted Presentations at Professional Meetings–

- Roberts, J.W.**, A.K. Koeser, A.H. Abd-Elrahman, A.G. Perez. 2018. Mobile Terrestrial Photogrammetry for Street Tree Mapping and Measurements. **Poster Presentation** at the Society of American Foresters National Convention, Portland, OR.
- Roberts, J.W.**, A.K. Koeser. 2018. Mobile Terrestrial Photogrammetry for Tree Stem Measurement, **Poster Presentation** at the American Society for Photogrammetry and Remote Sensing, Denver, CO.
- Roberts, J.W.**, A.K. Koeser. 2017. Suitability of Mobile Terrestrial Photogrammetry for Tree Stem Mensuration, **Poster Presentation** at the Society of American Foresters National Convention, Albuquerque, NM.
- Roberts, J.W.**, A.K. Koeser. 2017. Street Tree Measurement from Ground-based Mobile Photogrammetric Data, **Poster Presentation** at the Center for Landscape Conservation and Ecology Urban Landscape Summit, Gainesville, FL.
- Roberts, J.W.**, M.G. Andreu, K.S. Inglett, M.J. Cohen, W.C. Zipperer. 2013. Denitrification Potential of Urban Impacted Riparian Zones Throughout Tampa, FL and Surrounding Areas, **Oral Presentation** at the Annual Meeting of the Soil Science Society of America, Tampa, FL.

Roberts, J.W., M.G. Andreu, K.S. Inglett, M.J. Cohen, W.C. Zipperer. 2013. Denitrification Potential of Riparian Zones Throughout Tampa, FL and Surrounding Areas, **Poster Presentation** at the Annual Meeting of the Soil Science Society of America, Tampa, FL.

Roberts, J.W., M.G. Andreu, K.S. Inglett, M.J. Cohen, W.C. Zipperer. 2012. Denitrification Potential within Riparian Zones of Urban Impacted Forests in the Tampa Bay Watershed, **Poster Presentation** at the University of Florida Water Institute Symposium, Gainesville, FL.

–Invited Talks–

Seeing the Trees from the Forest: Potential Mapping and Measurement Solutions for Urban Forest Management. **Oral Presentation**. Gulf Coast Postdoc and Student Association Research Seminar Series. Wimauma, Florida. March 28, 2018.

Fundamentals of Tree Identification (*walking tour group*). Florida ISA Chapter Seminar – Practical Tree ID. Largo, Florida. September 29, 2017.

Fundamentals of Tree Identification (*walking tour group*). Florida ISA Chapter Seminar – Practical Tree ID. Naples, Florida. September 27, 2017.

Fundamentals of Tree Identification (*walking tour group*). Florida ISA Chapter Seminar – Practical Tree ID. Orlando, Florida. September 23, 2016.

Tree Identification for Central Florida (*walking tour group*). UF/IFAS Extension Pinellas County Master Gardener Workshop. Largo, Florida. April 8, 2016.

Koeser, A.K., **J.W. Roberts**, J. Schelb, and G. Hasing. 2015. Florida Tree ID: An Introduction and Exploration of Common Trees and Palms in the Urban Landscape (*Workshop*). International Society of Arboriculture 2015 Conference. August, 2015.

Publications

Roberts, J.W., A.K. Koeser, A.H. Abd-Elrahman, H.A. Lassiter, G. Hansen, S.M. Landry, A.G. Perez, B.E. Wilkinson. (*in preparation*) Terrestrial Mobile Photogrammetry and Laser Scanning Point Cloud Data for Street Tree Inventory. Forests.

Roberts, J.W., A.K. Koeser, A.H. Abd-Elrahman, G. Hansen, S.M. Landry, B.E. Wilkinson, A.G. Perez. (*in review*) Mobile Terrestrial Photogrammetry for Street Tree Mapping and Measurements. Forests.

Roberts, J.W., A.K. Koeser, A.H. Abd-Elrahman, G. Hansen, S.M. Landry, B.E. Wilkinson. (2018) Terrestrial Photogrammetric Stem Mensuration for Street Trees. Urban Forestry and Urban Greening. 35:66-71.

Roberts, J.W., M.G. Andreu, K.S. Inglett, M.J. Cohen, W.C. Zipperer. (2018) Soil Denitrification Dynamics in Urban Impacted Riparian Zones throughout Tampa, FL. Florida Scientist, 81 (2/3), 80-95.

Koeser, A.K., **J.W. Roberts**, J.W. Miesbauer, A.B. Lopes, G.J. Kling, M. Lo, and J. Morgenroth. 2016. Testing the accuracy of imaging software for measuring tree root volumes. Urban Forestry and Urban Greening. 18:95-99.

Grants (\$68,000 as co-PI)

Roberts, J.W., H.A. Lassiter, A.K. Koeser, and B.E. Wilkinson. 2016. *Semi-automated data collection and hazard feature recognition for street trees with mobile LiDAR data*. University of Florida: Institute of Food and Agriculture Sciences, Center for Landscape Conservation and Ecology Program Enhancement Grant. \$12,000.

Roberts, J.W., and A.K. Koeser. 2014. *Mobile Tree Failure Prediction for Storm Preparation and Response*. University of Florida: Institute of Food and Agriculture Sciences, Center for Landscape Conservation and Ecology Graduate Student Support. \$56,000.

Awards

Bloom and Grow Society Scholarship. Bloom and Grow Garden Society. 2018. \$2,000.

Graduate Student Council Travel Grant. University of Florida. 2017. \$350.

First Place– Gulf Coast Research and Education Center Graduate Travel Award. University of Florida. Fall 2017. \$500.

Zone VI Urban Forestry Fellowship. Garden Club of America. 2017. \$5,000.

Bloom and Grow Society Scholarship. Bloom and Grow Garden Society. 2017. \$2,500.

Ann Guthrie Fellowship. Orlando Garden Club. 2015. \$2,000.

John P. White Memorial Scholarship. Florida Chapter International Society of Arboriculture and Florida Urban Forestry Council. Fall 2014. \$250.

Certifications and Workshops

Tree Risk Assessment Qualification. Florida Chapter of the International Society of Arboriculture. November 30, 2018.

The Science of Science Communication by Dr. Kevin Folta. Gulf Coast Postdoc and Student Association Research Seminar Series. November 15, 2018.

Certified Arborist (FL-9327A). International Society of Arboriculture. January 12, 2018.

S-130: Basic Wildland Firefighting Training. National Wildfire Coordinating Group. December, 2013.

S-190: Introduction to Wildland Fire Behavior. National Wildfire Coordinating Group. December, 2013.

Leadership and Activities

2018-present Reviewer, Forestry: An International Journal of Forest Research

2017 Judge, State Science and Engineering Fair of Florida

2015-present Reviewer, Urban Forestry and Urban Greening

2014-2015 Department Representative, University of Florida Graduate Student Council

2014 Volunteer, Kids in the Woods, Southern Research Station USDA-FS

2012-2013 Vice-President and Social Chair, Forestry Graduate Student Organization, University of Florida

Skills

Programs:

Agisoft PhotoScan – advanced; CloudCompare – intermediate; ESRI ArcMap – intermediate; ENVI – basic; MATLAB – basic-intermediate; Python – basic-intermediate; R – basic-intermediate; SAS – intermediate

Languages:

Spanish – basic-intermediate

Portuguese - basic

Professional Memberships

Soil Science Society of America (2012-2017)

Society of American Foresters (2013-Present)

International Society of Arboriculture (2014-Present)

American Society for Photogrammetry and Remote Sensing (2015-Present)



UF/IFAS Extension

Office of District Extension Director - Central

Tim Momol
2142 Shealy Dr. Rm. 233
PO Box 110220
Gainesville, FL 32611-0220
352-392-1781
352-294-3544 Fax
tmomol@ufl.edu

June 14, 2019

John W. Roberts, PhD
205 N. Lakeview Ave.
Winter Garden, FL 34787

Dear Dr. Roberts:

I am pleased to offer you the position of Orange County Extension Agent I, Residential Horticulture/Master Gardener Coordinator, position 0001-5096 beginning Monday, August 26, 2019*. The annual salary will be \$59,000.00 with a 40%/60 % split in funding sources between Orange County \$23,600.00 (40%) and the University of Florida \$35,400.00 (60%). Please note your employment is contingent upon your passing the county's prescreening process and approval of the Orange County Board of County Commissioners. This offer is also contingent on a successful pre-employment screening which includes a review of criminal records, reference checks, and verification of education by the University of Florida. *The beginning date is subject to change based on the date that the background screening results are received. An employee cannot start working until the background screening results are received in HR.

As an Extension Agent I, Residential Horticulture/Master Gardener Coordinator you will work under the direction of the Orange County Extension Director (CED) and Central District Extension Director (DED), Dr. Tim Momol. As with all County Extension faculty, your plan of work, report of accomplishments, and annual performance reviews will be under the supervision of the CED & DED. The assigned duties and responsibilities for this position are 100% Extension. Your assignments may be subject to change at the discretion of the CED/DED based on the needs of the department.

Your appointment is subject to the constitution and laws of the State of Florida and the rules and regulations of the Board of Trustees of the University of Florida.

Special conditions of your employment:

1. If you propose to engage in any outside activity or have a potential conflict of interest, you shall notify your supervisor in writing (using the proper University of Florida forms) prior to engaging in these activities. Such notification must be done annually (effective July 1 for future academic years) for as long as you continue to engage in such activity or have such conflict of interest.
2. There is also considerable travel with evening and weekend meetings, which may or may not be by personal vehicle.

John W. Roberts
June 14, 2019
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We are impressed with your skills and believe you will find your new position to be challenging, interesting, and rewarding.

Please sign below and return original to me.

Sincerely,



Tim Momol, Ph.D.
Professor and
Central District Extension Director

TM/nw

cc: Melanie Edmondson
Richard Tyson

I, John W. Roberts do accept the position as described above and agree to the salary and all conditions set forth in this letter.

 

6/17/2019 | 8:17 AM EDT

Signature

Date