



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

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ANNOUNCEMENT

March 13, 2023

THE RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING LIMITED TERM APPOINTMENT, 100% FEDERALLY FUNDED PART-TIME POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

Position Title

Extension Assistant III (CNAS/CE&O/WPTRC)

(JOB # RC-23-33)

Application Deadline: 11:59 p.m. on March 20, 2023 (Chamorro Standard Time / UTC +10)

Application Process:

1. Applicants must complete the RCUOG online job application at <https://www.uog.edu/rcuog/employment-application> or
2. Email RCUOG application, cover letter, resume and transcripts to rcuoghr@triton.uog.edu. The RCUOG application can be downloaded from <https://www.uog.edu/rcuog/employment-application> and can be submitted digitally along with supporting documents.

Salary

Grade I, Step 1, \$13.75 – Step 3, \$14.81 per hour
Temporary, Part-Time

Benefits:

Part-Time: Social Security

Location:

CNAS, University of Guam, Mangilao, Guam

Minimum Qualifications:

- Associate degree; at least three years of work experience **OR** 90+ college credits/significant technical training;

Character of Duties:

Under the supervision of Agricultural Economist and Extensionist, the Extension Assistant III will:

- Assist in continuing phases of the baseline survey distribution, collection, and analysis for the farmer worker stress surveys under the Western Region Agricultural Stress Assistance Program (WRASAP);
- Work closely with co-investigators and collaborators to assist and implement proper research procedures (this will include conducting literature searches, coordinating study activities, and evaluating all methodology that is respective of scientific and applied aspects);
- Work effectively in an inter-disciplinary team is needed to create liaison relationships for existing collaborations between the Commonwealth of the Northern Mariana Islands, Federated States of Micronesia, as well as potential partners at local and regional levels;
- Ensure success for outreach activities on mental health awareness techniques, trainings, and conferences;
- Perform other duties as assigned;

Police and Court Clearance:

Pursuant to Public Law No. 28-24 and Executive Order No. 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

Work Eligibility:

- Submission of completed job applications authorizes the Research Corporation of the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records).
- All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job-related sources from legal liability for the information provided.
- Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.
- Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.
- Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly

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The Research Corporation of the University of Guam is an equal opportunity employer and provider.

hired employees. The Research Corporation of the University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the Research Corporation of the University of Guam, you will be required to present valid documents to comply with this law.

The Research Corporation of the University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ ADA Coordinator, located at the EEO/ ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 104, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).