

# Utah State University Extension Home & Community New Faculty Toolkit

Introduction



UtahStateUniversity

*Updated May 2024*



An aerial photograph of the Utah State University campus. The image shows a large green field in the center, surrounded by various university buildings, including a prominent modern building with a curved facade and large glass windows. The campus is set against a backdrop of rolling hills and mountains under a cloudy sky. The text "Extension and Utah State University" is overlaid in white, bold font across the center of the image.

# Extension and Utah State University

# Mission and Goals of Extension

Cooperative Extension has a dual mission to the public: to extend the resources of the University to the people and to receive suggestions and ideas from the people on concerns the University should address. Its overall goal is to benefit the state and its citizens by fostering positive outcomes that:

Enhance the quality of life for individuals, families, and communities;

Improve the economic well being of individuals, families, businesses, communities and the state;

Promote sustainability of agriculture, the environment and communities;

Develop leadership and citizenship through community, youth, and volunteer programs.





# **Dr. Kenneth White**

Dean of the College of  
Agriculture and Applied  
Sciences (CAAS)

Vice President for Extension

# Brian Higginbotham

Associate Vice President for  
Extension





# Tammy Firth

Executive Assistant to the Vice  
President & Dean

# Heidi LeBlanc

Home and Community  
Department Director







# Justen Smith

Ag & Natural Resources  
Department Director



# Andree' Walker Bravo

Director of County Operations





# **Dave Francis**

Youth Development Director



# County Directors

County Offices

- **Beaver:** Mark Nelson
- **Box Elder:** Mike Pace
- **Cache:** JayDee Gunnell
- **Carbon:** Steven Price
- **Daggett**
- **Davis:** Justen Smith
- **Duchesne**
- **Emery:** Christine Jensen
- **Garfield:** Melanie Heaton
- **Grand:** Cory Farnsworth
- **Iron:** Josh Martin
- **Juab:** Jacob Hadfield
- **Kane:** Elizabeth Davis
- **Millard:** Kalen Taylor
- **Morgan:** Amanda Christensen
- **Piute:** Trenton Wilde
- **Rich:** Reganne Briggs
- **Salt Lake:** Andree Walker Bravo
- **San Juan:** Reagan Wytaslucy
- **Sanpete:** Matt Palmer
- **Sevier:** Ethan Gilliam
- **Summit:** Elizabeth Cohen
- **Tooele:** Linden Greenhalgh
- **Uintah:** Cheyenne Reid
- **Utah:** Taun Beddes
- **Wasatch:** Tricia Mathis
- **Washington:** Paul Hill
- **Wayne:** Trenton Wilde
- **Weber:** Naomi Brower



# USU Policies

- [USU Policy Library](#)
  - *Section 100: General Information*
  - *Section 200: Authority and Amendments*
  - *Section 300: Personnel Policies*
  - *Section 400: Faculty Policies (Faculty Code)*
  - *Section 500: Operating Policies*



An aerial photograph of a university campus, likely the University of Utah, showing various academic buildings, a large green field, and surrounding greenery. The sky is overcast with dark clouds. The text "Our Department" is overlaid in large white font across the upper middle of the image.

**Our Department**

**Home & Community**

# Purpose of Home & Community

- Dedicated to enhancing the lives of individuals and families throughout Utah.
- The department's purpose is to empower individuals and families with the knowledge, skills, and support they need to thrive in all aspects of their lives.
- By offering accessible education, fostering behavioral change, and promoting sustainable practices, the department is committed to making a tangible difference in the well-being and prosperity of those it reaches.
- The department aspires to be catalysts for positive change, fostering resilience, empowerment, and prosperity in every community it touches.



# Department Leadership



**Heidi LeBlanc**

**Department Director/  
Extension FACS Program Leader**

[heidi.leblanc@usu.edu](mailto:heidi.leblanc@usu.edu)

435-760-0925 (office/call/text)



**Kristin Hoch**

**Program Coordinator/  
Extension FACS Program Coordinator**

[kristin.hoch@usu.edu](mailto:kristin.hoch@usu.edu)

240-750-0218 (office/call/text)

# Working Groups/Program Areas

## Overview:

- Working together with peers in the Home and Community department, teams identify needs and strengths in a community. Bringing in experience, knowledge and expertise on how to solve and work towards a program area that Extension strives to solve, improve, change or strengthen.
- Our H&C department working groups provide faculty the opportunity and ability to collaborate within the different program areas within our department.

Please contact [kristin.hoch@usu.edu](mailto:kristin.hoch@usu.edu) to join a working group.

# Program Areas

|  |   |  |
|--|---|--|
|  Aging                            |  Emergency Preparedness       |  Mental Health                |
|  Confidence Project               |  Food Preservation & Storage  |  Nutrition                    |
|  Couples & Family Relationships   |  Finance & Housing Resources  |  Remote Online Initiative     |
|  Community & Economic Development |  Health & Wellness            |  Sewing, Textiles & Home Arts |
|  CUBE (Cultural Belonging)       |  HEART                       |  Technology                  |
|  Disability Resources           |  Hunger Solutions Institute |  Rural Utah Resources       |



# Create Better Health (CBH)

Staff Website

## A subprogram that many faculty oversee...

- Supervisors are our County Faculty who lead CBH
- CBH has a supervisor meeting for just supervisors on the 2<sup>nd</sup> Monday at 10 a.m.
- CBH has all statewide team (including supervisors if they can attend) on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays at 10 a.m.
- Supervisors are encouraged to have weekly staff meetings with their county ambassadors

**Point of Contact:** Lea Palmer (Assistant Director/Program Manager) [lea.palmer@usu.edu](mailto:lea.palmer@usu.edu)

**CREATE BETTER HEALTH** SNAP-ED

# Department Meetings

## Regular Monthly Meetings

|               | Monday  | Tuesday | Wednesday                   | Thursday | Friday |
|---------------|---|---------|-----------------------------|----------|--------|
| <i>Week 1</i> | <b>CBH</b> Statewide Meeting @ 10am                               |         |                             |          |        |
| <i>Week 2</i> | <b>CBH</b> Supervisor Meeting @ 10am<br>New Faculty Meeting @ 1pm |         | H&C Faculty Meeting @ 10am  |          |        |
| <i>Week 3</i> | <b>CBH</b> Statewide Meeting @ 10am                               |         |                             |          |        |
| <i>Week 4</i> |   |         | Faculty In-Service* at 10am |          |        |

\* H&C Faculty are invited to present at these. Reach out to Kristin for more information.

# Department Meetings

## Additional Meetings

- Onboarding for Extension is once a year for a new faculty in August, this year, it is August 21<sup>st</sup> and 22<sup>nd</sup>, 2024 (in Logan)
- One-on-one's can be schedule with Heidi or Kristin
  - **Heidi:** [Book with me](#)
  - **Kristin:** [Book with me](#)



# Annual Meetings

## USU Conferences

- Annual Conference
  - Held each spring, typically end of February to beginning of March
- Fall Professional/Personal Development

(\*not required to attend\*)

  - Held each fall, typically end of September to the beginning of October
    - September 23-25, 2024 in Park City, UT

# Annual Meetings

## Association Conferences

- Utah Extension Association of Family and Consumer Sciences (UEAFCS)
  - Held in the spring, locally in Utah
- National Extension Association of Family and Consumer Sciences (NEAFCS)
  - Held in the fall
    - 2024 will be held in Tucson, AZ in September

# Websites

## Department

*Home and Community Employee Resources*

*Home and Community Contact Us*



# Websites

## Extension

*Extension About Us*

*Food, Health and  
Wellness*

*Home, Finance, and  
Relationships*

*Business and  
Community*

*Extension Directory*

*Extension Faculty Employee Resources*

*Extension Online Courses*

# Up Next: Getting Started



UtahStateUniversity