

Julie P. Dillard, EdD
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850.326.1398 . juliepd@ufl.edu

November 16, 2024

Dear Ms. LeCuyer and Search Committee,

I am honored to apply for the position of District Extension Director with UF/IFAS Extension. Throughout my career, I have intentionally developed and honed my knowledge, skills, and abilities in program development, leadership, and management to address the demands and expectations of this position.

My experience has prepared me well for this opportunity to lead as District Extension Director for UF/IFAS Extension. With a service-dedicated mindset, I have built and led effective, goal-oriented teams and developed actionable plans to address gaps in service, resources, and support. I have developed resources and interventions to meet clientele and faculty needs while balancing the needs and expectations of county partners and stakeholders. When supports or systems were required, I created or procured them, sometimes individually, but more often in collaboration with peers, county partners, and stakeholders to mutually benefit clientele.

My clientele focus has shifted as I have strengthened and developed my leadership skills as an Extension professional. I have worked diligently to develop the county Extension faculty in the NWD as my primary client base. This has required initiating, developing, and strengthening relationships with and learning from our partners in county government, state program leaders, our Dean and Director for Florida Cooperative Extension, the FAMU Extension Director, and campus administrative offices. I fully recognize that working effectively with these individuals and groups and identifying new relationships and partnerships is critical to advancing the mission of UF/IFAS Extension.

Viewed through the lens of leadership and service to those varied groups, I wholly embrace and am committed to the values of UF/IFAS Extension - Integrity, Excellence, Responsiveness, Lifelong Learning, and Access:

- Integrity – leading and serving with mutual care, respect, and honesty.
- Excellence – empowering with the resources and support needed to deliver relevant, high-quality, unbiased, research-based educational programs to improve lives.
- Responsiveness – providing for and supporting efforts to develop resources, support, and solutions that are research-based, practical, relevant, and timely.
- Lifelong Learning – encouraging, providing opportunities, and developing resources for personal and professional development.
- Access – recognizing and promoting unique attributes, contributions, and diversity and ensuring all have opportunities for growth and success.

I am excited about this opportunity to work with leadership to elevate further and direct the future of UF/IFAS Extension and strengthen our relationship with our stakeholders and partners.

Sincerely,



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I am an Extension professional with documented success as an educator, communicator, and administrative leader. I bring nearly 25 years of professional experience in UF/IFAS Extension and in public service. I excel in building effective teams, actionable plans to address gaps, and interventions to support Extension faculty. I specialize in developing efficient and effective systems, programmatic development to shift faculty and community behaviors, and establishing and fostering intentional relationships to further the mission of UF/IFAS Extension.

UF/IFAS Extension Experience

Interim District Extension Director

Northwest District . August 2023-Present

- Lead, supervise, guide, coach, and mentor faculty members.
- Encourage growth in faculty Programs of Work and Reports of Accomplishments through interactive workshops and program team sessions.
- Craft robust assessments of faculty members noting key performance indicators, individual strengths, areas of improvement, and recommendations for continued success in Extension.
- Collaborate with Regional Specialized Agents and County Extension Directors to deliver in-service training to county faculty.
- Direct and enhance relationships with County Extension Directors and County Administrators to meet county needs and successfully fill vacant positions.
- Serve on the UF/IFAS Extension Leadership Team with the Dean, Associate Deans, State Program Leaders, Human Resources, and Business Services to support and enhance the total Florida Cooperative Extension program.

Associate District Extension Director

Northwest District . January 2021-August 2023

- Created synergistic relationships with ADEDs and Extension Leadership Team to address statewide gaps and develop guidelines, directions, training, and resources to meet the USDA/NIFA Civil Rights audit guidelines.
- Developed project plans, tools, and templates for faculty to collect and digitally catalog audit documentation.
- Led district, program team, and county training along with individual consultations to support district faculty related to fiscal management and accountability and Civil Rights compliance and documentation.
- Reviewed and assessed three-year packets and wrote review letters.

County Extension Director

Washington County . March 2013 - August 2023

- Supervised, mentored, supported, and evaluated county faculty and staff.
- Demonstrated success in business and financial acumen of Extension and County resources related to fiscal accountability, Civil Rights compliance, annual reporting requirements, and county budget processes.
- Built and sustained relationships with county government, administration, and leaders to develop and enhance support for Extension.
- Constructed and implemented a strategic plan focused on enhanced customer service to strengthen internal and external relationships.
- Supervised the total renovation and enhancement of the Washington County Agricultural Center including layout redesign, enhanced internet, Wi-Fi, and audio-visual systems.

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4-H Youth Development Agent

Washington County . September 2007-August 2023

- Recruited, screened, trained, and supervised a team of volunteers to deliver education content to youth in a positive youth development setting.
- Developed tools, resources, and training to support district and statewide programming in 4-H project areas.
- Secured monetary, grant, and in-kind support for 4-H specific and county youth development programming.
- Provided exceptional service and support to volunteers, youth, and families in the 4-H program.
- Collaborated with school district to deliver 4-H in the Classroom programming.
- Met and exceeded compliance standards for volunteer screening, 4-H Association fiscal accountability and management, and program risk management.

Additional Professional Experience

Program Coordinator Afterschool Learning Center

Washington County School District . September 2003 - August 2007

- Establish and delivered afterschool enrichment and remediation program to 100 students during academic year and summer session.
- Recruited and supervised staff and faculty teaching daily sessions.
- Fiscally accountable for \$1.2 million budget in coordination with Washington County School District.

Extension Agent 4-H Youth Development

University of Georgia . Lanier County . September 2000 - January 2003

- Coordinated with school district to deliver monthly school enrichment programming to grades 5-8 students and high school members.
- Organized county-wide events and activities for 4-H youth.
- Supervised program assistants and directed programming in Lanier, Berrien, Clinch counties.

Education

Doctor of Education

Florida State University – Instructional Systems and Learning Technology

Dissertation: An Exploration of Current and Potential Resources to Support Florida 4-H Volunteers

Master of Science

University of Florida – Agricultural Education and Communication

Thesis: Attitudes and Perceptions of the Agricultural Education Teacher Education Program

Bachelor of Science

University of Florida – Agricultural Education and Communication

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Selected Professional Presentations

Kent, H.C. & Dillard, J.P. 2025. *Impact Study of Florida 4-H Volunteers*. Association for International Agricultural and Extension Education. Inverness, Scotland.

Dillard, J.P. & Kent, H.C. 2023. *Impact of 4-H Volunteers in Florida's Northwest Extension District*. National Extension Conference on Volunteerism. Lexington, KY.

Kent, H.C., Dillard, J.P., Davis, P.M. & Davis, C. 2023. *Networked Knowledge Activities to Strengthen Volunteer Development*. National Extension Conference on Volunteerism. Lexington, KY.

Kent, H.C. & Dillard, J.P. 2022. *Systems to Support Volunteers*. 13th Annual Meeting of the Global Forum for Rural Advisory Services. Santiago, Chile.

Dillard, J.P. & Kent, H.C. 2022. *A Gap Analysis of the Florida 4-H Volunteer Program*. National Extension Conference on Volunteerism. Tulsa, OK.

Dillard, J.P. 2022. *Exploring Resources to Support Florida 4-H Volunteers*. Southern Regional 4-H Biennial Conference. Jekyll Island, GA.

Kent, H.C. & Dillard, J.P. 2022. *Does Recognition on Social Media Contribute Positively to Volunteer Motivation?* Extension Professional Associations of Florida. Panama City Beach, FL.

Dillard, J.P., Kent, H.C. 2021. *Instructional Design and Accessibility Frameworks to Support Thriving*. National Association of Extension 4-H Youth Development Professionals annual conference. Memphis, TN.

Dillard, J.P., Kent, H.C. 2021. *Instructional Design and Accessibility Frameworks to Support Thriving*. National Association of Extension 4-H Youth Development Professionals annual conference. Memphis, TN.

Dillard, J.P., Kent, H.C. 2020. *Connecting Social Media with Volunteers*. National Conference of Social Media and Society. Chicago, IL.

Dillard, J.P. 2019. *Florida 4-H Shooting Sports - Reducing Barriers, Preserving Integrity and Equipping Volunteers*. National Extension Conference on Volunteerism. Billings, MT.

Davis, P., Dillard, J.P., Goode, Y., Granger, A., Lilly, J., Taylor, M. 2017. *Utilizing Youth Adult Partnerships to Engage Teen Volunteers*. Extension Professional Association of Florida. Sanibel Island, FL. National Association of Extension 4-H Agents Annual Conference. Indianapolis, IN. National Extension Conference on Volunteerism. Asheville, NC.

Dillard, J.P., Brinkley, M., Brooks, J., Crawson, N., Granger, A., Kent, H.C., Prevatt, S. 2016. *Links to Success in the 4-H Chick Chain*. National Association of Extension 4-H Agents. New Orleans, LA.

Mull, C.D., Buckley, J., Cantwell, J., Cherry, W., Crawson, N., Dillard, J.P., 2015. *Simple Evaluation Templates Revamped: Gathering Data for Program Improvement and Impact Reporting*. National Association of 4-H Extension Agents conference. Portland, OR.

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Selected Honors and Governance

2024 UF/IFAS Superior Accomplishment Award – Civil Rights Team

2024 National Association of Extension 4-H Youth Development Professionals
Southern Region Winner: Susan Barkman Award for Research and Evaluation
Northwest District 4-H Volunteer Impact Study

2024 National Association of Extension 4-H Youth Development Professionals
Southern Region Winner: Susan Barkman Award for Research and Evaluation
Existing and Potential Resources to Support Florida 4-H Volunteers

2024 UF/IFAS Extension Engagement Advisory Committee

2024 UF/IFAS Extension Faculty Annual Evaluation and ROA/POW Process Workgroup

2018-2022 UF/IFAS Faculty Assembly. Secretary 2021-2022, Chair-Elect 2022-2023

2018 Alto Straughn Professional Enhancement Award

2018 & 2019 IFAS Faculty Enhancement Opportunity Committee and IFAS Professional
Development Leave Committee

2014 UF/IFAS Extension Mentor of the Year

2014 LEAD IFAS Cohort

Essential Skills and Competencies

- Organizing and leading teams
- Fostering positive working relationships between groups with diverse needs
- Conducting needs assessments and interpreting data
- Breaking complex issues into manageable steps and tasks
- Communicating effectively via formal and informal channels
- Developing support resources and job aids for effective learning, comprehension, knowledge retention, and application

Professional References

Dr. Heather C. Kent
Extension Agent IV
4-H Regional Specialized Agent
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Dr. Norma Samuel
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Mr. John Lilly
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Dr. Laura Tiu
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