



Extension - Howard County

Purdue Extension - Howard County is seeking applicants for a 2026 summer intern position. This seasonal position offers the successful candidate an opportunity to learn services and support programs provided by the county extension office including 4-H Youth Development, Ag and Natural Resources, and Health and Human Sciences. Eligible individuals should be a Spring 2025 or prior high school graduate and able to work for 10 weeks over the summer.

Application and full job description can be found at <https://extension.purdue.edu/county/howard/>. Completed applications and supporting documents will be accepted through February 6, 2026 or until the position is filled. If you have questions, please reach out to Allison Hillis at 765-456-2313 or howardces@purdue.edu.

Duties may include:

- Support the total Howard County Extension Program and personnel
- Assist with 4-H program and ANR/HHS as needed
- Work with a wide range of clientele to assist with answering Extension related questions
- Assist with educational workshops for various Extension areas. This may include contacting potential speakers/presenters and/or presenting at workshops.
- Assist with Mini 4-H meetings, camp, and project check-in for fair
- Help organize events leading up to and during the Howard County 4-H Fair
- Prepare materials for the fair as directed by Extension staff
- Assist with fair project check-in, judging, and check-out
- Assist with livestock shows during the fair
- Prepare and organize mailings, notices, educational flyers, etc., as needed
- Strictly observe office confidentiality and maintain harmonious office relationships
- Availability to work outside of normal business hours, including early mornings, evenings and weekends.
- Assist with general office duties as required and other duties as assigned

Please submit a cover letter, resume, and completed application to:

Allison Hillis, County Extension Director
Extension Educator - Health and Human Sciences
Purdue Extension - Howard County
120 E Mulberry St., Suite 105
Kokomo, IN 46901
howardces@purdue.edu

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