



Cooperative Extension

COLLEGE OF AGRICULTURE &  
NATURAL RESOURCES

# Chris Clover

## Extension Educator

*Sample Career Path Portfolio for promotion to Agent III*

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# Promotion Portfolio

## *I. Candidate and Position Information* *(Maximum 1 page for this section)*

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- **Candidate Information:**

- Chris Clover
- Agent II
- Agent III
- July 1, 2009
- Bachelor of Science University of Delaware Animal Science 2000
- Masters of Science University of Florida Animal Science 2007

- **Position Information:**

- Chris was hired as an animal science educator serving dairy and livestock producers and allied industry for all three counties. In addition, the candidate's role has expanded (2011) to include statewide responsibilities in animal welfare and environmental issues. The candidate's current region includes 90 dairy farms and 30,000 milk cows. Milk sales provide over 5 billion in cash receipts. Department of Agriculture indicates 120 livestock farms.

The candidate has responded to the needs of the industry by answering general questions from producers and offering educational programming in: agricultural literacy (40%), animal nutrition (20%), animal health (30%), and environmental stewardship (10%).

**II. Extension Educational Programs (3-5)**  
**(Maximum 3 pages each program plus Support Materials)**

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**A. Extension Education Program Title: Food Safety Certification**

- **Program Issue:** Upon completion of ServSafe, an 8-hour food safety certification course, participants who earn 70% or better on the National Restaurant Association (NRA) written exam will be eligible for the ServSafe Food Employee Certification.
- **Program Response:**
  - Candidate Role:
    - Teacher: Certification ServSafe instructor; taught 27 courses in three counties since 2007.
    - Chair for food safety team, which developed and implemented the pilot project, drafted the brochure and assisted in preparing the evaluation tool for the state.
    - Co-writer of the Food Safety Certification Training Outreach Partnership grant.
    - Member of the Delaware Statewide Food Safety Advisory Council, which established policy and provided training for implementing statewide food safety certification training.
    - Trained and supervised three ServSafe adjunct instructors.
    - Focus group discussion with restaurant owners (8 each in 3 counties) to identify training needs and multiple format delivery suggestions.
  - Scholarly Activity:
    - Developed a food safety certification pilot program. Modified curriculum and shared with educators at statewide training. Later modified 16 hour face to face instruction with an 8 hour face to face and 8 hour home study version. Developed home study materials.
    - Educators worked with CANR Communications to develop a marketing brochure that was mailed to all licensed food establishments in the state.
    - Adapted materials for Hispanic audiences and acquired translation and presented at NAEHE (2011).
- **Program Outcome:**
  - 98% (n=592) of the participants in educator's courses qualified for the ServSafe Food Employee Certification.
  - Participants (n=592) demonstrated average knowledge gain of 26% from pre-test to post-test.
  - The average test score for the ServSafe exam (n=592) was 88%.
  - Food retailer made numerous food safety changes after 13 employees took course: purchased automatic hand washing machine, designed and built cutting board soak tank, custard pies shelved in refrigerated cases, added food safety educational information for consumers.
  - In a statewide food safety certification training follow up evaluation survey (n=615) in September 2009:
    - 8 out of 10 respondents indicated that they were moderately likely to practice food safety techniques before the training and are now very likely to practice food safety techniques.

- The most popular items purchased as a result of the training include thermometers (51%), gloves (29%), plastic cutting boards (28%), and sanitizer test strips (21%).
- **Support Materials: attached** (maximum of 4 per program)
  - Handout adapted for Hispanic audience
  - Marketing Brochures
  - Grant Summary
  - Home Study Version Table of Contents

**B. Extension Education Program Title:** *Nutrient Management and Environmental Education*

- **Program Issue:**
  - The objectives are to educate livestock producers with an emphasis on beef feedlot, in the area of nutrient management and environmental impacts.
  - Producers will gain knowledge and identify changes in their operation regarding generally acceptable agricultural management practices (GAAMPs) that improve the use and value of manure nutrients while protecting and improving surface and groundwater quality.
  - Improve environmental manure management practices of small and medium sized farms to reduce or eliminate their potential for discharging manure into waters of the state.
- **Program Response:**
  - Candidate Role:
    - Teacher: Chris completed direct delivery of programming including:
      - Presented a portion of the material for the Small and Medium Size Farms Workshops and the Environment program (at Ag Week) – completed one follow-up Livestock\*A\*Syst as result.
      - Taught manure sampling and analysis results at Crops and Livestock Day at Ag Week – How manure can work to your advantage!
      - Alternative ways to manage and dispose of manure (Dairy Day)
      - Composting manure-News article
    - Team Member:
      - Chris led a group of colleagues from Mid-Atlantic States in planning and holding animal well-being and the Environment In-service.
      - Chris planned and coordinated an in-service for the Farm Bureau that included tours of three beef feedlots and three dairy operations.
      - Let’s Talk Animals-addressing industry image and public concern and result of DE Ag in-service; candidate was member of planning committee and facilitation.
    - Researcher:
      - Collected samples for competitive grant regarding phosphorus levels in beef manure and the relationship of concentration to phytase level actually found in the diet.
    - Facilitator:
      - Chris hosted and coordinated the National Pork Board’s Neighbor to Neighbor program and obtained funding support (facilities and lunch) from the Sussex County Farm Bureau.
  - Scholarly Activity:
    - Teaching Media and Format
      - Seminars, (3) over the past 3 years and workshops (4) were held for presenting educational information to producers.
      - Hands-on learning through farm visits and identifying areas for improvement on individual farms and through creating and updating MMSPs.
      - Articles were written and published in The Delmarva Farmer.

- Marketing Strategy
    - Chris was part of an Ag blog reporting on the study abroad students visiting from The Netherlands.
    - Chris has worked with Amish clientele to answer questions regarding nutrient management and composting bodies of dead animals.
  - Secured Resources
    - Delaware Extension Competitive Grants (2009). An internal discussion about animal welfare and environmental issues facing livestock production (\$11,225); **Clover** (PI), et.al.
  - Presentations
    - As part of the NAQSAT educational committee, Chris created a scripted presentation that is posted as a resource to presenters for “Under Roof” beef feedlot case study.
  - Extension and/or Scholarly Publications
    - Thelen, M. and **C. Clover**.2008. What are they doing on that farm anyway? Pennsylvania State University Extension. The Scoop.2(2):2.
    - **Clover, C.** Give ‘em something to talk about. The Delmarva Farmer. May 2010. <http://magissues.farmprogress.com/mif/MF05May10/mif020.pdf>
- **Support Materials: attached** (maximum of 4 per program)
  - Compiled evaluation data for Small Farm Workshop
  - PowerPoint of Environmental Program
  - The Delmarva Farmer article
  - Grant Proposal

**C. Extension Education Program Title:** County 4-H Club Officer and Leadership Development

• **Program Issue:**

- Youth leadership development has been identified as a key life skill in Delaware 4-H Youth Development and the following programming efforts have been implemented to address this priority area through youth and volunteer trainings and workshops.
  - Youth members will increase their knowledge and understanding of 4-H Club Officer roles and responsibilities.
  - An increased number of County 4-H Clubs will use 4-H Club Officers as a youth leadership development opportunity.
  - Volunteer knowledge and skills related to youth leadership development will increase.

• **Program Response:**

- Candidate Role:
  - Created training presentation for 4-H Club Officer Roles to be delivered in the club setting. (11 Clubs 96 youth)
  - Conducted 4-H New Leader and Volunteer trainings. (1/year)
  - Provide support to volunteers to assist them in incorporating leadership roles in their clubs.
  - Conducted 6 month post evaluation.
- Scholarly Activity:
  - Teaching:
    - Coached leaders on effective strategies to work with youth leaders during trainings and one-on-one.
    - Empowered County 4-H Leaders Council members to peer educate volunteers about working effectively with youth leaders during developmental committee meetings.
    - Conducted club visits and used the 4-H Club Officer Roles presentation to encourage them to consider using or use more effectively the club officer structure.
    - Developed a PowerPoint presentation delivered during the New Leader Trainings based upon the “Helping You Help Club Officers and Committees” publication.
    - Developed a PowerPoint presentation and delivered at Club meetings about the roles of club officers.
  - Applied Research:
    - Researchers club officer educational materials and selected those materials that best fit club needs.
    - Explored volunteer training resources about working with club officers.
  - Marketing Strategy:
    - Recruited club leaders to host presentations.
    - Announcements in the County 4-H Newsletters and during various developmental committee meetings.
    - Provided signup sheets during developmental committee meetings.

- Created a County 4-H Facebook page as a way for members to come together and post discussion questions of ways to incorporate effective leadership within their clubs.
    - Methods of Evaluation of Program Outcomes:
      - 4-H Club Officer Roles Presentation-developed a survey that was administered at the conclusion of each presentation.
      - New Leader Trainings-Administered a pre- and post-test survey.
- **Program Outcome:**
  - **4-H Club Officer Training:**
    - An exit evaluation was created by candidate and administered to participants at the conclusion of the presentation to gather data.
    - 88% (n=96) increase in youths knowledge of club officer roles
    - 84% (n=96) increase in youths knowledge of different way club officers can be elected
    - 75% (n=96) increase in youths understanding of the steps to take to plan the club year
    - 71% (n=96) increase in youths understanding of how a club meeting should be structured
  - **Leadership Personality Training:**
    - 82% (n=14) of youth increased their understanding of how personality impacts leadership
    - 89% (n=14) of youth increased their skills in working with people with different personality types
  - **How You Help Club Officers and Committees Volunteer Training:**
    - Training conducted during 4-H Leaders Council, Livestock Superintendent Association and Horse Council meetings using “Helping You Help Club Officers and Committees” resource developed by Michigan State University Extension. (Complete pre- and post-test results in supplemental materials.)
    - Pre-Training Evaluation:
      - 50% (n=18) of leaders are able to teach youth how to elect club officers
      - 44% (n=18) of leaders are able to teach youth about club officer roles
    - Post-Training Evaluation:
      - 94% (n=18) of leaders are able to teach you how to elect club officers
      - 89% (n=18) of leaders are able to teach youth about club officer roles
  - **Working With Your Club’s Officer Team Volunteer Training:**
    - Volunteer training lesson developed by the University of Wisconsin Extension- Wisconsin 4-H Community Clubs, 4-H Club Management. *Working with Your Club’s Officer Team* was conducted along with conducting Business and Forming Club Committees at multiple new leader trainings throughout the year.
    - 85% (n=26) of leaders felt that the information presented is valuable in regards to their role as a club organizational leader
    - 54% (n=26) of leaders learned five or more new ideas to use in their club
    - Comments from participants:
      - “This will benefit me as I try to conduct an effective meeting”

- “I understand how to properly prepare officers for meetings”
  - “I look forward to having all members want to engage in the meetings with all kinds trying different leadership positions”
  - **Support Materials: attached** (maximum of 4 per program)
    - Officer Training Exit Evaluation Summary
    - PowerPoint on Roles of Club Officers
    - County 4-H Facebook page
    - Training Agenda
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**III. Service and Supervision**  
*(Maximum of 2 pages for this section)*

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- **Service to the Organization:**
  - **County Service:**
    - Facilitated Advisory Board meetings 2006-present
    - Extension Annual Meeting planning committee 2005
    - Office Technology Coordinator 2001-06
    - Search committee for Dairy position 2002
  - **Regional Service:**
    - Staff Development Conference – Co-Chair 2004
    - Horticulture Team 2002-06
      - Chair Person 2005
    - Search committee for Horticulture position 2004
  - **State Service:**
    - Directors Awards Selection Committee-Chair Person 2005
    - Technology Core Curriculum Review Committee for ICT 2003
    - UD Dean of the College of Agriculture and Natural Resources Industry Tours
      - Tour guide and planner 2002
    - Curriculum Committee 2004
    - Cooperative Extension Director’s Staff Advisory Committee 2002-05
    - Served on Search Committees for
      - Community and Economic Development Program Leader 2004-05
  - **Interstate Service:**
    - Served on multi-state (Mid-Atlantic) planning committee for Hispanic Dairy work force program 2005
  - **National Service:**
    - Served on focus group for National Extension Energy Program 2006
- **Service to the Local Community:**
  - Business Education Partnership Program 2001-06
    - Co-Chair of the Career Development Committee and Career Fair 2002-06
  - County Chamber of Commerce 2001-06
    - Ag Committee 2000-02
  - Rehoboth Beach Planning Commission 2000-05
  - Delaware State Fair Board 2001-06
- **Service to the Profession:**
  - National Association of County Agricultural Agents (NACAA) 1999-06
    - Voting Delegate (representing Delaware Agents) 2003
  - Delaware Association of County Agricultural Agents (DACAA) 1999-06
    - Offices held:
      - Vice President of DACAA 2003
      - DACAA Board of Directors-Representing Kent County 2001
  - Toastmasters International – Active Member 2003-06
  - National Association of Extension 4-H Agents – Member 2000-06

- The State Horticulture Association – Member 2000
    - Executive Board – Ex-officio Board member for Extension 2002-06
    - Program Planning Committee – New Castle County 2004
  - Delaware Vegetable Growers Association – Member 2000-06
  - Delaware Department of Agriculture
    - IPM Advisory Board Member 2001-04
  - **Supervision:**
    - Mentor Extension Scholars Summer Internship Program 2009, 2011
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**IV. Professional Growth**  
*(Maximum of 2 pages for this section)*

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- Professional Development:

- Advanced Degrees:

- Agricultural and Extension Education, Michigan State University, Masters of Education, May 2004

- Non-Degree/Credit Professional Development:

The candidate pursues a variety of professional development opportunities to increase skills and knowledge as a Livestock Educator with emphasis in the areas of quality assurance, livestock management and health, and youth development. In an effort to stay current with work related skills and emphases, the candidate has participated in a diverse array of professional development opportunities including conferences provided through University of Delaware In-Service programs, Annual Conference, and opportunities outside the university setting. Major areas of focus for professional development by the candidate include:

- Extension In-Services and Conferences:
  - Extension Annual Conferences, North Region In-Service Trainings, Swine In-Service Training, 4-H Animal Science In-Service Training, Computer Training (Windows, Filemaker Pro, Advanced PowerPoint, Dreamweaver Basics) (approximately 7 days/year).
- Subject Area Training:
  - Beef 101-Current Beef Issues, Beef Quality Assurance, Irradiation of Red Meat, Sustainable Swine Production, Pollution Prevention Strategies, Environmental Assurance, 4-H Livestock Show/Sale, etc. (approximately 6 days/year).
- Non-Extension Conferences, Workshops, Seminars:
  - Truckers Quality Assurance Training, Foreign Animal Disease Workshop, Environmental Certification Training, Feedlot Health 101, Risk Management for Livestock Producers, Ultrasound of Feedlot Cattle (approximately 7 days/year).
- Supervision and Volunteer Management:
  - Diversity Training, Ethical Leadership, The Power of Participation, Regional 4-H Retreat (approximately 2 days/year).
- Professional Associations:
  - Delaware Association of County Agricultural Agents (DACAA)
  - National Association of County Agricultural Agents (NACAA)
  - Epsilon Sigma Phi – member

- Honors and Awards:
  - Epsilon Sigma Phi (Honorary Extension Fraternity)
    - Mid-Career Award 1994
  - Delaware Pork Producers Association
    - Media Award 1999
  - DACAA
    - Distinguished Service Award 2001
    - State Achievement Award 1990
    - Search for Excellence Program – National Winner 1996
    - Livestock Risk Management – National Winner 1998
    - Livestock Production Recognition Program – State Winner 2000
    - Personal Column – National 3<sup>rd</sup> Place 2003
    - News Feature Photo Story – National 3<sup>rd</sup> Place 2004