

Seasonal Program Assistant

The Pipestone County Extension Office is seeking a seasonal part-time Program Assistant for approximately 350 hrs. (mid-May-August). Position provides support to local youth events and activities.

Requirements: HS diploma or GED (2019 HS graduates encouraged to apply) previous computer software/technology and office equipment experience (Microsoft Office preferred), agricultural background (member or volunteer), effective oral/written communication skills, ability to work in a team, valid driver's license. Must be able to work a flexible schedule including some nights and weekends. Prefer previous experience with livestock and preferred, but not required a minimum of one year post-secondary education or work experience.

Wage: \$12/hour. Applications/information available M-F from Human Resources, Courthouse, 416 Hiawatha Ave. S., Pipestone, MN 56164. 507-825-1203 or www.pipestone-county.com. Resumes not accepted in lieu of applications. Applications must be received by 4:30 pm on February 28, 2019. EEO/AA.

This position will be funded by the Pipestone County Ag Chamber.