**FCS Office Administrative Associate: 100% FCS Extension**

Provides direct administrative and clerical support for the Assistant Director, OSU Extension, Family and Consumer Sciences (FCS) Administration and provides support as needed for the professional and faculty staff within FCS, including budget administration and preparation; initiates fiscal forms; orders equipment and supplies; maintains personnel record keeping; researches and analyzes materials, information, programs, policies and procedures, and advises supervisor and other staff on such matters; develops correspondence on behalf of the supervisor; coordinates conference planning, in-service training, and meetings conducted by the unit; provides support for search committees to fill FCS state, field, and program positions; maintains minutes and records of meetings and other programming events; maintains calendar of Assistant Director, schedules meetings for office staff, makes travel arrangements for Assistant Director and programming staff as needed in the office; serves as point of contact for Assistant Director with colleagues in Extension and in College of Education and Human Ecology departments.

**Other positions:**

**Ingrid Adams:** Appointment: Extension Specialist in Food Health and Human Behavior, InFACT Discovery Theme and College of Medicine in Health and Rehabilitation Sciences; Extension is TIU, Associate Professor and functions as a state specialist

**Andy Wapner:** Appointment 51% College of Public Health (CPH), 49% Extension, Clinical Practice Professor in CPH. Director of the Center for Public Health Practice, Director of the MPH program for Experience Professionals. Collaborates on projects and grants with state/field specialists and educators. Conduit between CPH and Extension.

**Chelsea Pekny:** Appointment 51% College of Pharmacy, 49% Extension, Clinical Practice Professor in College of Pharmacy. Collaborates on projects and grants with state/field specialists and educators. Conduit between College of Pharm and Extension. Works with new American populations, Generation Rx and Pharmacy Ambassadors program.

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**Better Lives. Stronger Communities.**

**Ohio State University Extension Family and Consumer Sciences Administration Directory**

OSUE Family and Consumer Sciences help people improve their lives and strengthen their communities.

Our staff and specialists help people stay healthy through good nutrition and food safety. We teach people to use their money wisely, and offers them the skills to create a positive work-life balance.

The state office is located at:

**Family and Consumer Sciences**

342 Campbell Hall
1787 Neil Avenue
Columbus, OH 43210
614-688-5378
fcs.osu.edu
fcs@osu.edu
FCS Administration

Pat Bebo
Asst Dean Outreach and Engagement, EHE
Asst Director Family and Consumer Sciences Extension, CFAES
bebo.1@osu.edu
342 Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-292-1655

Ingrid Adams
Associate Professor Discovery Themes
richards.3@osu.edu
306 Atwell Hall
453 W. 10th Avenue, Columbus, OH 43210
614-292-8781

Program specialization: type 2 diabetes, obesity, nutrition, weight management, behavior change

Sydney Angle
Office Administration Associate, FCS
angle.58@osu.edu
342 Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-688-5378

Program specialization: purchasing, travel arranging, scheduling, meeting organization, customer service, website updates, peer review facilitation, mailing

Training and professional development specialist: Appointment: 34%
FCS Extension, 51% SNAP-Ed, 15% EFNEP
Recommend, develop, and implement new and existing training programs for EFNEP and SNAP-Ed program specialists and program assistants. Propose, select, coordinate, and evaluate seminar topics, instructional materials, and speakers. Co-facilitate trainings as needed for the community nutrition programs. Plan, implement, and evaluate development training programs for professionals in community nutrition programs including new personnel orientation, Navigating for Success training, mid-year community nutrition conferences, and SNAP-Ed regional trainings. Develop, plan, evaluate, and implement new FCS Educator orientation sessions. Serve as point of contact for questions and mentoring during an Educator’s first year of employment. Provide leadership for development and implementation of FCS-related meetings and all FCS annual conferences.

Systems Developer: Appointment 50% OSU Extension FCS, 50% College of Education and Human Ecology
Consults with OSU Extension Family and Consumer Sciences faculty, educators, and administration in creating, maintaining, and supporting web development initiatives and professional learning opportunities through platforms such as Canvas LMS, Qualtrics, Zoom conferencing, Drupal, and WordPress. Understands the technical needs of customers and translates provided content into reliable web-based applications and courses for public facing courses. Assists with the creation of multimedia for learning purposes including, but not limited to narrated presentations, screen casts, explainer and animation video, data visualization, infographics, animated GIFs, and course banners, icons, and other graphics.

Healthy Program Specialists: Appointment 100% Extension
General description, variations will exist within each specialization:
Collaborates with state and field specialists and county educators to develop and prepare educational materials for both print and on-line use; Collaborates to create and disseminate marketing materials, social media efforts. Collaborates and helps give leadership to evaluation efforts, data analysis and reporting; suggests and communicates updates for the ‘Healthy People, Finances or Relationships’ webpage content. Collaboratively coordinates professional development and other in-service education opportunities; Plans, schedules, and organizes logistics for programs, meetings, and events. Assists with monitoring budgets and expenses for programmatic efforts. Works together with Extension faculty and staff to support team, grant, and applied research efforts. Assists, as needed, with the preparation of proposals for sponsored program, grants, and contracts.
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<thead>
<tr>
<th>Dimension</th>
<th>Field Specialist</th>
<th>State Specialist</th>
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<tbody>
<tr>
<td>Teaching location</td>
<td>Statewide/team meetings/county</td>
<td>Statewide and team meetings</td>
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<tr>
<td>Teaching subject matter</td>
<td>Based on needs identified by specialization</td>
<td>Based on findings of basic research and literature reviews</td>
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<tr>
<td>Teaching audience</td>
<td>Statewide FCS staff and county constituents as needed</td>
<td>Statewide FCS staff and Educators in Healthy teams</td>
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<tr>
<td>Research type</td>
<td>Applied</td>
<td>Basic and applied</td>
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<td>Research location</td>
<td>State, area, county</td>
<td>State, campus, national/international</td>
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<td>Impact evaluation</td>
<td>Leads statewide efforts in specialization</td>
<td>Advises statewide efforts</td>
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<td>Publications/presentations</td>
<td>Local/state media, professional journals, state/national conferences</td>
<td>State media, professional journals, state/ national/international conferences</td>
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<tr>
<td>Extension Appointment</td>
<td>100% Extension</td>
<td>51% TIU 49% Extension</td>
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Marketing Manager continued

produce products for timely use in statewide programs. Serves as the primary point of contact in FCS for design projects with CFAES Communications. Serves as the point of contact for FCS related communications and marketing strategies that are in alignment with college and organization plans. Works in close partnership with FCS content specialist, CFAES Communications staff, and FCS/EHE systems developer to ensure social media and web presence is maximized as a tool to deliver educational content, and as a strategy to communicate program opportunities and impact. Ensures that all programs are conducted in compliance with CS-REES, USDA, state, and university Affirmative Action policies.
Brian Butler
Program Evaluation Director
butler.143@osu.edu
381C Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-247-6524

Program specialization: Program development, evaluation, data analysis, reporting

Jon Gladden
OSUE/FCS Web Developer
gladden.9@osu.edu
001 Ramseyer Hall
29 W. Woodruff Ave., Columbus, OH 43210
614-292-6756

Program specialization: Online instructional support: assistance in setting up courses in CFAES Canvas, building quizzes and learning checks, course page design, online course registration forms in Cvent, video transcription for FCS online courses; Web and digital project support: assistance in WordPress and Drupal site development, HTML and CSS styling, accessibility testing, interactive feature consulting.

Carolyn Gunther
Assistant Professor & Extension State Specialist, Community Nutrition Education
gunther.22@osu.edu
313 Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-292-5125

Program specialization: Nutrition, overweight and obesity among under-served children and youth

FCS Administration Descriptions

State Specialist: 51% EHE (tenure initiating unit (TIU) college), 49% FCS Extension

- TIU Expectations: teach two university classes per year, basic and applied research, successful grantsmanship, publications and outlets (2-3 journal publications per year, state media, state, national international conferences), advising undergraduate/graduate/doctoral student providing mentorship and demonstrating success.
- Extension Expectations: Teaching location and audience: primarily at state level to statewide staff (conference presentations, team presentations, or webinars); Teaching subject matter: communicating emerging issues and knowledge through personal research findings or findings based on literature review; curriculum development based on findings of personal research findings or findings based on literature review as well as needs identified by internal/external partners; advises statewide initiatives.

Field Specialist: 100 % FCS Extension, TIU is the Department of Extension/CFAES

- TIU Expectations: Applied research, successful grantsmanship, publications and 2-3 journal publications per year, curriculum development, Extension teaching, creative works, awards, etc.
- Extension Education: Teaching location and audience: state based, team meetings and in county as needed; Teaching subject matter and curriculum development: based on needs identified by partners focused on specialization.

Evaluation Specialist: Appointments: 30% FCS 30% SNAP-Ed, 40% LOD Direct, coordinate, and lead the evaluation of FCS programs by working with FCS program teams and the Learning and Organizational Development Unit (LOD), Develop, direct, and coordinate the implementation of formative and summative evaluation conducted through statewide teams to document the quality and effectiveness of statewide FCS programs. Collaborate with state specialists, and program teams to incorporate strong program evaluation in grant applications. Generate dollars through grants to support program evaluation in FCS. Prepare reports and conduct special studies to complete the FCS aspect of the federal report and plan of work. Report impacts of FCS annually to the CFAES, Extension and NEAFCS.

Marketing Manager: Appointment: 34% FCS, 33% SNAP-Ed, 33% EFNEP Facilitates the design and/or redesign of statewide FCS/SNAP-Ed and EFNEP program curriculums and publications that are consistent with OSU and OSU Extension branding standards, OSU Extension messaging, and FCS marketing plan. Works with teams to conceptualize, design, and
Irene Hatsu
Assistant Professor & Extension State Specialist, Food Security
hatsu.1@osu.edu
341 Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-292-0960

Program specialization: Food and nutrition security; vulnerable populations, nutrition intervention

Richard Wofford
Communications/Marketing Manager
wofford.1@osu.edu
342 Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-292-0529

Program specialization: communications, University/CFAES branding, facilitates design, FCS web, templates, printing, photography, video, brochures

Sanja Ilic
Assistant Professor & Extension State Specialist, Food Safety
ilic.2@osu.edu
331B Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-292-4076

Program specialization: Food safety, microbiology, fresh fruits and vegetables, knowledge translation, systematic reviews

Amanda Woods
Program Specialist, Healthy Finances
woods.485@osu.edu
265W Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-247-7986

Program specialization: Healthy Finance programs include basic money management, homeownership education, master money mentor, financial coaching, first time homebuyer counseling and teen financial education programming including Real Money, Real World and Smart Start with Money

Lauren Jones
State Specialist, Consumer Policy
jones.2846@osu.edu
115E Campbell Hall
1787 Neil Avenue, Columbus, OH 43210
614-688-1374

Program specialization: government financial policies that affect children, low-income families and other vulnerable populations
Caezilia Loibl  
Associate Professor and Extension State Specialist, Family Financial Management  
loibl.3@osu.edu 
265K Campbell Hall 
1787 Neil Avenue, Columbus, OH 43210 
614-292-4226

**Program specialization:** Research expertise, program development and evaluation of community-based financial education, grant writing, professional development training, liaison to national communities of practice

Amy Meehan  
Healthy People Program Specialist  
meehan.89@osu.edu 
151C Campbell Hall 
1787 Neil Avenue, Columbus, OH 43210 
614-292-1665

**Program specialization:** Healthy People programs include EFNEP and SNAP-Ed, Dining with Diabetes, food safety, food preservation. Live Healthy Live Well, public health, workplace wellness, heart health, local foods, Farm to School, Occasional Quantity Cooks and ServSafe training

Chelsea Pekny  
Assistant Professor Pharmacy  
pekny.2@osu.edu 
129E Parks Hall 
500 W. 12th Avenue, Columbus, OH 43210

**Program specialization:** healthcare, pharmacy, medication access, global health, medication misuse prevention/Generation Rx, chronic disease management

Dan Remley  
Field Specialist, Food, Nutrition & Wellness  
remley.2@osu.edu 
OSU South Centers 
1864 Shyville Road, Piketon, OH 45661 
740-289-2071

**Program specialization:** developing public health interventions and coupling nutrition education with healthy food access

Amanda Rysz  
Program Specialist, FCS, SNAP-Ed & EFNEP  
rysz.4@osu.edu 
315B Campbell Hall 
1787 Neil Avenue, Columbus, OH 43210 
614-247-6677

**Program specialization:** onboarding, staff development, Navigating for Success

Carol Smathers  
Field Specialist, Youth Nutrition and Wellness  
smathers.14@osu.edu 
163A Campbell Hall 
1787 Neil Avenue, Columbus, OH 43210 
614-688-1801

**Program specialization:** Public health, policy and environment change strategies, community coalitions, positive youth development, youth advocacy, farm to school, blender bike