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# 4-H PROJECT LEADER

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## **VOLUNTEER POSITION DESCRIPTION**

Kentucky 4-H Program  
The University of Kentucky Cooperative Extension Service  
The University of Kentucky

### **POSITION TITLE:**

4-H Project Leader

### **TIME REQUIRED:**

2 hours/week for 4-6 weeks or until project is completed.

### **LOCATION:**

County Extension Office; leader's home or business; local churches, other

### **GENERAL PURPOSE:**

- + Teach specific skills to 4-H members as outlined in the 4-H project material
- + Advise members & parents about opportunities to showcase their completed projects (such as County Fair exhibits, etc.) including dates, locations and requirements.

### **SPECIFIC RESPONSIBILITIES:**

- + Pick up project books from the County Extension Office
- + Distribute books to members of project group.
- + Assist members in selecting required materials for project completion.
- + Advise the 4-H professional of the members' progress
- + Assist members in filling out project records upon completion of the project.
- + Participate in volunteer development opportunities as offered
- + Follow all guidelines & policies of the University of Kentucky Cooperative Extension Service, the Kentucky 4-H program, and the county 4-H program
- + Encourage parental participation and support
- + Provide positive feedback to members

### **QUALIFICATIONS:**

- + Must complete the Volunteer Application process and be approved by the Youth Protection/Risk Management Committee
- + Ability to organize information and materials
- + Ability to work with minimal supervision from professional staff
- + Ability to educate youth while nurturing positive self-esteem, decision-making, responsibility and leadership in youth
- + The ability to communicate effectively with youth, parents, and other adult volunteers

+ A sincere interest in sharing knowledge & skills with youth in an informal educational setting

**BENEFITS:**

+ Appropriate resource materials will be provided

+ Professionals will be available for consultation on a one to one basis

+ Recognition will be provided to volunteers

+ Opportunity to work with youth and provide support and growth experiences

**SALARY:**

Unsalaries: Volunteer

**MENTOR/SUPERVISING PROFESSIONAL:**

Name:

Address:

City, State, Zip:

Phone:

Fax:

E-mail:

SIGNATURE \_\_\_\_\_

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DATE \_\_\_\_\_

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