


4-H YPS COMMITTEE MEMBER

VOLUNTEER POSITION DESCRIPTION

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

POSITION TITLE:

4-H Youth Protection & Risk Management Strategies Committee Member

TIME REQUIRED:

Appointed to serve a three year term; may be re-appointed to serve one additional term
Meetings held as needed.

LOCATION:

Cooperative Extension Service office or other meeting place

GENERAL PURPOSE:

- + Review volunteer applications, references, and the position descriptions for each applicant.
- + Understand that different volunteer positions have different levels of risk as well as contact with youth. These may relate to activities involving overnight chaperoning, providing transportation, unsupervised one-on-one contact, etc. Additionally, some volunteer positions require specific certification. Example: shooting sports coaches.
- + Work with the county 4-H Council to determine if volunteers will be asked to attend an annual volunteer in service training.

SPECIFIC RESPONSIBILITIES:

- + Implement the screening process including checking to see if the applicant is registered as a sex offender under Megan’s Law and contacting the Administrative Office of the Courts for a record of convictions and traffic violations within Kentucky.
- + Schedule an interview with candidates who have had a positive background check
- + Make a decision about the applicant’s suitability for the specific position for which the application has been made. Possible decisions include to accept, decline, redirect, or accept on probationary status.
- + Prepare a committee report about the candidates who have been screened. Submit a written report to the 4-H Council which contains names of candidates, the positions for which applications have been made, and the decision of the committee.

QUALIFICATIONS:

- + Must complete the Volunteer Application process & appropriate background checks .
- + Must provide or arrange for own transportation to meetings.

- + An interest in working with and supporting the Extension 4-H/Youth Development agent.
- + Open-minded; clear-thinker.
- + The ability to work and communicate effectively in verbal and/or written forms.
- + A willingness to become familiar with and work with the philosophy and guidelines of the University of Kentucky CES, Kentucky 4-H program and county 4-H program.

BENEFITS:

- + To develop communication and interview skills.
- + Gain respect for community needs and civic responsibilities .
- + Appropriate recognition will be provided.

SALARY:

Unsalariated; Volunteer

MENTOR/SUPERVISING PROFESSIONAL

Name:

Address:

City, State, Zip:

Phone:

Fax:

E-mail:

SIGNATURE: _____

DATE: _____