


4-H COUNCIL MEMBER

VOLUNTEER POSITION DESCRIPTION

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

POSITION TITLE:

4-H Council member

TIME REQUIRED:

Elected to serve a three year term
May be re-elected to serve a second consecutive term
Meetings held monthly

LOCATION:

Cooperative Extension Service office or other meeting place

GENERAL PURPOSE:

- + Identify issues and opportunities that serve as a basis for the 4-H program’s content and emphasis by:
 - S Helping set priorities and goals for the 4-H program
 - S Implementing the 4-H program and its activities
 - S Evaluating the 4-H program and its activities including the impact which the 4-H program and its activities make upon the participants, stakeholders and county
- + Explain and promote 4-H programs, procedures and opportunities to the youth, organizations and governing bodies of the county
- + Ensure that a broad-based 4-H program is available to all youth

SPECIFIC RESPONSIBILITIES:

- + Meet with new Agents to review the local 4-H program’s needs and concerns
- + Assist staff in setting appropriate goals for the county 4-H program

- + Aid staff in developing, implementing and evaluating county 4-H activities
- + Monitor the 4-H program to ensure a balance of activities which appeal to diverse ages, interests, skills, backgrounds and demographics
- + Recruit enough volunteers to deliver and serve a growing 4-H program
- + Plan, sponsor, conduct and evaluate county-wide 4-H activities
- + Raise and manage the finances needed to underwrite the 4-H program and its activities
- + Lobby for local, state and federal support for 4-H and Extension programs
- + Recruit, educate and recognize 4-H members
- + Recruit, educate and recognize 4-H volunteers
- + Serve as a member of an advisory group rather than a policy-making group except when policy has not been established
- + Maintain close contact with Extension staff, community leaders and elected officials
- + Promote 4-H membership, participation, volunteerism and community service
- + Serve as a 4-H advocate; support and promote the 4-H philosophy
- + Recommend policy for the county program when not determined by state or national
- + Select representatives to the area 4-H Council
- + Promote active and full participation in area and state events
- + Follow all 4-H guidelines and policies of the University of Kentucky CES, the Kentucky 4-H program and the county 4-H program
- + Participate in one or more Council development opportunities each year

QUALIFICATIONS:

- + Must complete the Volunteer Application process and be approved by the Youth Protection/Risk Management Committee
- + Must provide or arrange for own transportation to meetings and activities
- + An interest in working with and supporting the Extension 4-H/Youth Development agent
- + Open-minded; clear-thinker
- + A sincere interest in sharing knowledge and experiences and skills with youth and adults in an informal educational setting
- + The ability to work and communicate effectively in verbal and/or written forms
- + The ability to motivate parents and other volunteers to assume leadership positions
- + The ability to work with minimum supervision from professional staff
- + A sincere interest in working with other volunteers and professional staff in an educational setting
- + 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:

- + The opportunity to work with youth and provide positive support and growth experiences
- + To develop lifelong friendships with youth, parents and other volunteers
- + To develop communication and leadership skills
- + To learn organizational and time management skills
- + Skills gained to expand career growth and potential

- + Gain respect for community needs and civic responsibilities
- + Plan for and provide educational opportunities that will help the volunteer meet the needs of members, advisors and parents
- + Provide appropriate recognition and awards to leaders

SALARY:

Unsalaries; Volunteer.

MENTOR/SUPERVISING PROFESSIONAL

Mentor/Supervising Professional

NAME:

ADDRESS:

CITY, STATE, ZIP:

PHONE:

FAX:

E-MAIL: