

VOLUNTEER POSITION DESCRIPTION:

Kentucky 4-H/Youth Development Program
University of Kentucky Cooperative Extension Service
University of Kentucky College of Agriculture

POSITION TITLE:

4-H Council President

TIME REQUIRED:

Elected to serve a two-year term, may be re-elected for a second consecutive term
The council meets monthly
One to two hours preparation and one to two hours per meeting plus other events

LOCATION:

Cooperative Extension Service office or other meeting places

GENERAL PURPOSE:

- Lead the County 4-H Council in identifying issues and opportunities that serve as a basis for the 4-H program's content and emphasis by:
 - Helping set priorities and goals for the 4-H program
 - Implementing the 4-H program and its activities
 - 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 the 4-H Agent monthly to plan and prepare for council meetings
- Conduct monthly council meetings
- Meet periodically with the 4-H Agent 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 Kentucky 4-H 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 organize information and materials and delegate responsibility
- 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
- 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
- The opportunity to develop lifelong friendships with youth, parents and other volunteers
- The opportunity to develop communication and leadership skills
- The opportunity 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. This position does not imply employment with the University of Kentucky

MENTOR/SUPERVISING PROFESSIONAL:

NAME:

ADDRESS:

CITY, STATE, ZIP:

PHONE:

FAX:

E-MAIL:

"I have read, understand and agree to fulfill the purpose and responsibilities of this volunteer position and further agree to accept guidance and direction from the supervisor. I am committing to involve individuals regardless of race, color, age, sex, religion, disability or national origin in educational experiences in cooperation with other Extension volunteers and Extension personnel. I also understand that failure to fulfill the purpose and responsibilities of the volunteer position and to accept guidance and direction from the supervisor could result in suspension of my position. I also understand that this volunteer position is renewable annually; I will notify the supervising professional if I am no longer interested in serving."

Signature of Volunteer

Date

Signature of Extension Professional

Date

Cooperative Extension Service

Agriculture and Natural Resources
Family and Consumer Sciences
4-H Youth Development
Community and Economic Development

MARTIN-GATTON COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENT

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University of Kentucky, Kentucky State University, U.S. Department of Agriculture, and Kentucky Counties, Cooperating.
Lexington, KY 40506



Disabilities
accommodated
with prior notification.