

VOLUNTEER POSITION DESCRIPTION:

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

POSITION TITLE:

4-H Cooking Project Leader

TIME REQUIRED:

1 hour a week for six (6) weeks; Beginning in the spring

LOCATION:

County Extension office

GENERAL PURPOSE:

See Project Leader form

SPECIFIC RESPONSIBILITIES:

- Be committed to young people and their development in all areas
- Assist club members in all 4-H cooking projects and related areas
- Be aware of cooking projects available and help individual members select appropriate projects
- Plan a program of cooking activities, including meeting dates, times, and locations
- Demonstrate proper cooking techniques to all members
- Plan a one hour educational cooking program each week.
- Assist members with selection of appropriate cooking supplies
- Make sure members are progressing with their cooking project
- Advise the 4-H professional regarding members project completion or progress
- Advise members of opportunities to showcase their completed cooking projects including dates, locations, and requirements
- Encourage parent's participation and support of 4-H meetings and activities
- Participate in one or more volunteer development opportunities throughout the year
- Continually provide positive feedback to members
- Follow all 4-H guidelines and policies of the University of Kentucky Cooperative Extension Service, the Kentucky 4-H program, and the county 4-H program

QUALIFICATIONS:

- Must complete the Volunteer Application process and be approved by the Youth Protection/Risk Management Committee.
- Knowledge of basic cooking techniques
- Ability to organize information and materials
- Ability to work with minimal supervision from professional staff
- Ability to educate and motivate youth while nurturing positive self-esteem, decision making, responsibility and leadership in youth
- 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:

- Appropriate manuals, pamphlets, audio visual aids, newsletters and other resource material will be provided
- Professionals will be available to consult with volunteers on a one to one basis
- Recognition and awards will be given to volunteers
- Opportunity to work with youth and provide support and growth experiences

SALARY:

Unsalaries; volunteer. This position does not imply employment with the University of Kentucky

MENTOR/SUPERVISING PROFESSIONAL:

Name:
 Title:
 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

