

VOLUNTEER 4-H ORGANIZATIONAL LEADER - POSITION DESCRIPTION

ROLE:

- **To** manage a 4-H club **and** serve as the contact person for its participants and the district Extension office.
- **To** guide and support 4-H members with club and project work.

RESPONSIBILITIES:

- Organize a 4-H club by coordinating leaders, members, and their families to determine a plan for the club's activities and to determine resources needed to carry out the plan.
- Assume responsibility for staying informed about current programs and involving club participants as appropriate.
- Assist district Extension staff plan effective youth programs relevant to the needs of youth in the area.
- Serve as an advocate for the youth needs in the community.
- Represent the Cooperative Extension Service in the community and provide linkages between Extension and the community.
- Attend leader training activities and/or consultations with the Extension staff to learn to better assist the 4-H club and program.
- Serve as a positive role model for youth.

BENEFITS:

- Liability insurance for official 4-H activities.
- Leadership training opportunities.
- Leadership recognition.
- Travel opportunities.
- Opportunities to meet and share ideas with other leaders.
- Contribution as a positive youth development volunteer.

TIME COMMITMENT:

- One year beginning October 1st.

QUALIFICATIONS:

- Ability to communicate with youth and adults.
- An interest in people.
- An interest in educational programs.
- Ability to organize and coordinate activities.

RESOURCES TO HELP GET THE JOB DONE:

- **University Extension 4-H** faculty and staff.
- Leader training experiences.
- Printed materials, films, slides, and other teaching aids.
- Other people with special skills and knowledge.

RESPONSIBLE TO:

- **University of Alaska district** Extension 4-H faculty.