

Position Title: 4-H Club Volunteer

Time Required:

On-going and dependent on club schedule

General Purpose

Support and work in partnership with 4-H professionals, volunteers and members in conducting meaningful educational experiences to help youth grow and reach their fullest potential.

Specific Responsibilities:

- ◆ **Provide a variety of 4-H project related learning experiences, including:**
 - Coordinate and conduct educational activities related to project areas.
 - Monitor progress towards project completion.
 - Prepare members for judging, skillathon, and exhibition.
 - Informing members of project requirements, deadlines, and events & activities.
 - Provide constructive feedback to members, parents, and families.
- ◆ **Advise members in coordinating/conducting club activities, including:**
 - Community service, fund raising, club trips & tours, recreational activities, achievement programs, promotional activities, parent's night and others.
- ◆ **Promote 4-H opportunities in your club and local community, including:**
 - Encourage 4-H members' and parents' interest and participation.
 - Invite parents' ideas, cooperation, support and attendance at 4-H activities.
 - Recruit new members when the club has openings.
 - Inform members of county 4-H events & activities.
- ◆ **Actively participate as a volunteer by:**
 - Follow OSU Extension and 4-H Youth Development guidelines and policies.
 - Attending all (or most) of the club meetings and activities.
 - Read 4-H mailings and access information from the 4-H web to keep members, parents and/or other volunteers informed.
 - Participate in volunteer development opportunities.

Qualifications & Expectations:

- Been approved through the OSU Extension Volunteer Selection Policy and Procedure requirements. This includes an initial background check and periodic backgrounds as required by OSU.
- Work with volunteers and 4-H professionals to teach and motivate youth while nurturing positive self-esteem, decision making, responsibility, and leadership.
- Effectively organize, delegate, and communicate (verbal and written)
- Work with minimal supervision from professional staff.
- Become familiar with and work within the philosophy and guidelines of Ohio State University Extension, Ohio 4-H Program and the County 4-H program.
- Provide an emotionally and physically safe environment.

Ohio State University Extension Agrees to:

- ◆ Provide training opportunities to assist volunteers to meet needs of members and parents.
- ◆ Provide access to educational materials and resources.
- ◆ Have professional staff available to consult with and listen to volunteers.
- ◆ Provide appropriate recognition and awards to volunteers.

Supervisors

Extension Educator, 4-H Youth Development

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