



Volunteer Position Description 4-H Youth Development Ohio State University Extension

**Position Title:**

4-H Advisory Committee Member

Time Required

One to three year commitment; depending on county

General Purpose:

Support and advise 4-H professionals about the current and future needs of youth, volunteers and families in order to promote and foster involvement in 4-H Youth Development Programs.

Specific Responsibilities:

- Analyze community needs to plan, conduct, evaluate, and recommend hands-on experientially based educational programs for the youth and volunteers of the county.
- Assist with educational clinics, workshops, fundraisers, and promotional events.
- Represent specific project area, geographic location, community agency, or partner in advocating for youth involvement and volunteer support.
- Attend committee meetings and be an active participant in the committees' business, goals, objectives, mission and overall efforts.
- Assist in the recruitment and educational development of 4-H volunteers.
- Encourage broad participation from parents, members, families, and the community in 4-H programs and activities.
- Read 4-H mailings and access information from the 4-H web to keep yourself and others you serve informed.
- Follow OSU Extension and 4-H Youth Development guidelines and policies.
- Inform professional Extension staff concerning training and resource needs of members or volunteers.
- Secure resources to conduct, promote, and expand the 4-H program.
- Promote favorable public relations and image for the 4-H program.
- Participate in educational opportunities to further knowledge and skills.

Qualifications & Expectations:

- ◆ Ability, interest, and willingness to:
 - Work with volunteers and 4-H professionals in an educational setting in a positive manner that promotes teamwork and collaboration.
 - Effectively organize, delegate, and communicate (verbal and written).
 - Motivate members, parents and other volunteers to assume leadership positions.
 - 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.

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.

Mentor/Supervising Professionals:

County Extension 4-H Youth Development Professional(s)