

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

4-H Club Volunteer (Project and Activity)

Time Required:

On-going and dependent on county needs, normally includes one hour of program planning per hour of club activity.

General Purpose:

Support and work in partnership with 4-H professionals, extension staff, volunteers and members in conducting meaningful educational experiences and developing youth members' life skills to reach their fullest potential.

Specific Responsibilities:

- ◆ Provide a variety of project related learning experiences:
 - Coordinate and conduct educational activities related to projects
 - Monitor progress towards project completion
 - Prepare members for judging, skillathon, and exhibition
 - Inform members of project requirements and deadlines
 - Provide constructive feedback to members, parents, and families
- ◆ Advise members and families in coordinating/conducting club activities, including:
 - Club meetings, community service, fund-raising, club trips & tours, learning activities, recognition events and leadership activities
- ◆ Promote 4-H opportunities in your club and local community, including:
 - Encourage family and member participation
 - Inform members of county 4-H events & activities
 - Recruit new members and retain current members
- ◆ Actively participate as a volunteer:
 - Follow all OSU Extension and 4-H Youth Development policies and procedures
 - Attend club meetings and activities
 - Read and review all forms of communication to keep members, parents and other volunteers informed
 - Participate in volunteer development opportunities to enhance leadership skills

Qualifications & Expectations:

- ◆ Ability, interest, and willingness to:
 - Work with volunteers and 4-H professionals to teach and motivate youth while nurturing positive self-esteem, decision making, responsibility, and leadership
 - Be dedicated to youth and sensitive to their abilities and needs
 - Effectively organize and communicate with the other club volunteers
 - Work with minimal supervision from professional staff
 - Become familiar with and work within the philosophy and guidelines of OSU Extension, Ohio 4-H Program and the county 4-H program

Ohio State University Extension Will:

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

Mentor/Supervising Professionals:

- ◆ County Extension 4-H Youth Development Professional(s)
- ◆ 4-H Club Organizational Volunteer

**THE OHIO STATE UNIVERSITY**COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES**Ohio 4-H**
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