

VOLUNTEER POSITION DESCRIPTION

4-H Project Leader

GENERAL PURPOSE:

- To teach specific skills to 4-H members related to their 4-H project.
- Advise members and parents about opportunities to showcase their skills and completed projects, including dates, locations, and requirements.
- The leader will support 4-H professionals, volunteers, and members in conducting meaningful educational experiences to help youth grow and reach their fullest potential.

TIME COMMITMENT:

- Varies by project. Could be approximately 2 hours per week for duration of project experience.
- Length of service is one year. Must be renewed annually by enrolling in the Texas 4-H program.

LOCATION:

School, Extension office, homes of members or volunteers, or other location within county of enrollment.

SUPERVISION:

Extension professional in charge of the 4-H Youth Development Program in the county of enrollment.

SPECIFIC RESPONSIBILITIES:

- Provide environment that is nurturing, promotes positive self-esteem, decision making, responsibility, and leadership. Be a positive role model.
- Teach specific knowledge and skills to youth members.
- Assist members in selecting required materials for project completion.
- Advise the 4-H professional of the members' progress.
- Coordinate activities with County Extension Agent, as needed.
- Assist members in filling out project records upon completion of project.
- Participate in volunteer development opportunities as offered.
- Provide positive feedback to members.
- Involve other adults, leaders, parents, and youth in projects and activities, as appropriate.
- Follow Texas 4-H Financial Management Best Practices Rules & Guidelines.
- Implement rules and best practices for youth protection, including, but not limited to, allergies, disabilities, check-in and check-out procedures, youth/adult ratios, media releases, etc.

- Abide by Texas 4-H Rules & Guidelines.

QUALIFICATIONS REQUIRED:

- Be at least 18 years of age. (Be at least 21 to chaperone overnight activities.)
- Ability to work with youth and adults.
- Apply annually as a volunteer through 4-H enrollment system.
- Pass a criminal background check.
- Submit volunteer application fee.
- Complete required trainings.
- Attend project leader trainings as appropriate.
- Be familiar with 4-H objectives and philosophy and/or willing to learn about them.
- Moral standards consistent with the 4-H philosophy.

BENEFITS:

- The opportunity to work with youth and provide positive support and growth experiences
- To develop lifelong friendships with youth, parents and other volunteers
- To develop communication and leadership skills
- Educational training opportunities that will help the volunteer meet the needs of members, advisors and parents
- Resource information including: appropriate manuals, pamphlets, audio-visual aids, newsletters and other resource materials
- Consultation with Extension professionals
- Recognition

SALARY:

Unsalaries volunteer. This position does not imply employment with the Texas A&M AgriLife Extension Service.

AGREEMENT:

By submitting my volunteer application, I agree that 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. Additionally:

- I am committing to involve individuals in educational experiences regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity, or any other classification protected by federal, state, or local law 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.