

## **VOLUNTEER POSITION DESCRIPTION**

4-H Demonstration Committee Member - Warren County  
Kentucky 4-H Youth Development Program  
The University of Kentucky Cooperative Extension Service  
The University of Kentucky College of Agriculture

## **POSITION TITLE:**

4-H Demonstration Committee Member

## **TIME REQUIRED / DURATION OF APPOINTMENT:**

Month of March, 7 hours (includes committee meeting, event, and calling judges)  
Month of March and May, 1 hour

## **LOCATION:**

At the Extension Office, at home, and at local school

## **GENERAL PURPOSE:**

To assist the 4-H Youth Development Agent in organizing and coordinating the 4-H Demonstration Contest.

## **SPECIFIC RESPONSIBILITIES:**

- Be able to meet at least one day for a committee meeting to plan and organize the 4-H Demonstration Contest
- Reserve location for the event
- Identify and recruit (via telephone or face to face visit) 10-15 qualified judges and five room leaders for the event depending on number registered
- Notify 4-H agent of names and addresses of judges so that Demonstration Contest information and judges score sheets can be sent to judges and room leaders (at least one week prior to event)
- Recruit 4-H teens to greet guests and hand out programs
- Create and/or maintain data base for volunteer information (include name, address, phone numbers, e-mail addresses, and roles willing to perform)

## **SPECIFIC RESPONSIBILITIES CONTINUED:**

- Secure simple refreshments and paper products for event Plan to arrive at Demonstration Contest location 1 ½ hours before event for set-up
- Assist 4-H agents with score sheet tabulation and awards
- After Demonstration Contest is completed, put rooms back in order and clean-up
- Identify and recruit three judges and three room leaders for the Area Demonstration Contest
- Identify and recruit one judge and one room leader for State Demonstration Contest

## QUALIFICATIONS:

- Must complete the Volunteer Application process and be approved by the Youth Protections/Risk Management Committee
- Access to transportation and telephone
- Ability to work and communicate effectively in verbal and/or written forms
- The ability to motivate volunteers to assume leadership positions
- The ability to work with minimum supervision from professional staff
- A sincere interest to work with other volunteers and professional staff in an educational setting

## BENEFITS:

- The opportunity to work with other volunteers to provide positive support and growth experiences for youth
- To develop communication and leadership skills
- To gain respect for community needs and civic responsibilities
- Increased self worth by giving back to the community
- Recognition by 4-H agents and 4-H Council

## SALARY:

Unsalaries; volunteer. This position does not imply employment with the University of Kentucky

## MENTOR/SUPERVISING PROFESSIONAL:

Name:

Address:

City, State, Zip:

Phone:

Fax:

Email:

*"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. I am committing to involve individuals regardless of race, color, age, sex, religion, disability or national origin in educational experiences 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."*

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Signature of Volunteer

Date

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Signature of Extension Professional

Date

### Cooperative Extension Service

Agriculture and Natural Resources  
Family and Consumer Sciences  
4-H Youth Development  
Community and Economic Development

### MARTIN-GATTON COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENT

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University of Kentucky, Kentucky State University, U.S. Department of Agriculture, and Kentucky Counties, Cooperating.  
Lexington, KY 40506



Disabilities  
accommodated  
with prior notification.