

VOLUNTEER POSITION DESCRIPTION

Kentucky 4-H Youth Development Program
Kentucky Cooperative Extension Service
The University of Kentucky College of Agriculture

POSITION TITLE:

4-H Poultry Club Leader

TIME REQUIRED/DURATION OF APPOINTMENT:

- Meetings typically once per month, September through July.
- Duration one program year (September through August).
- One to two hours preparation and one hour club meeting per month. Outside of monthly meetings, field trips and additional district-/state-wide activities up to five times a year are possible.

LOCATION:

Extension Office or other meeting places as needed or arranged

GENERAL PURPOSE:

This individual will work with 4-H members, parents and other volunteers who are enrolled in or involved with 4-H poultry projects. Additionally this club leader will serve as a liaison with the county Extension Office; support 4-H professionals; and inform and encourage members, parents, and other volunteers

SPECIFIC RESPONSIBILITIES:

- Advise 4-H club members regarding their contributions to and participation in club activities.
- Be committed to young people and their growth in all areas and be sensitive to their abilities.
- Encourage 4-H members', and parents' interest and participation.
- Be aware of 4-H poultry project activities and events available.
- Help members and parents select projects and events in which to participate.
- Teach or direct members and their parents to project resources.
- Follow all 4-H guidelines and policies of UKCES, Kentucky 4-H program and the local 4-H program.
- Distribute and encourage completion of 4-H project manuals and record books.
- Communicate enrollment deadlines and procedures for 4-H members and their poultry projects and related activities.
- Encourage members to participate in other 4-H activities, including talk meet, demonstration contest, and 4-H events at the county fair.
- Conduct or coordinate 4-H poultry learning activities.

QUALIFICATIONS:

- Must complete the Kentucky 4-H volunteer application and screening process and be accepted by the Youth Protection/Risk Management Committee
- Provide own transportation
- Able to work with minimum supervision from professional staff
- Effective communication skills

- A sincere interest in working with Extension staff, volunteers, parents, and youth
- Organizational skills; ability to organize information and materials in a timely manner
- Must have regular access to e-mail
- The ability to provide information and materials and delegate responsibility
- The ability to work with parents and youth in making group decisions

BENEFITS:

- The opportunity to work with youth and/or adults providing positive support and growth experiences
- Receive intrinsic and extrinsic rewards at volunteer recognition events
- Volunteer development opportunities
- Opportunity to share your skills, talents, and interests
- Orientation provided by Extension staff
- Research shows that volunteering promotes improved health

SALARY:

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

MENTOR/SUPERVISING PROFESSIONAL:

NAME:
 TITLE:
 ADDRESS:
 CITY, STATE, ZIP:
 PHONE:
 FAX:
 E-MAIL:

“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.”

Signature of Volunteer Date

Signature of Extension Professional Date

**Cooperative
 Extension Service**

Agriculture and Natural Resources
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MARTIN-GATTON COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENT

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Disabilities accommodated with prior notification.