



Organizational Project
 Activity One Time

DATE: _____

4-H Project Volunteer: Position Description

Name of Group: _____ Project: _____

Location: _____

Purpose: *Understand, support and create educational experiences that:*

- Support the positive growth and development of each youth involved
- Develop important life skills and create opportunities for youth to learn, lead and serve
- Involve youth in becoming competent, caring and connected citizens of character in their community

Time Required: One program year, approximately 3-5 project related experiences for youth

Responsibilities:

- Complete volunteer screening procedures
- Assist members in selecting age/developmentally appropriate projects
- Utilize 4-H project curriculum (when available) as the basis for project work
- Assist members in reflecting on their development of life skills throughout the year
- Identify community resources and connections for project work
- Participate in volunteer development opportunities to stay current with information, learn new skills, and maintain 4-H standard of quality experiences for youth
- Follow all 4-H guidelines and policies of University of Minnesota Extension, the Minnesota 4-H program and the local 4-H program
- Other tasks as assigned

Specific Duties/Tasks:

Qualifications:

- Appropriate 4-H Volunteer Screening Category
- The ability to organize and motivate youth while nurturing positive youth development, decision making, responsibility, and leadership in youth
- A sincere interest in teaching and sharing knowledge and skills with youth in an educational setting
- The ability to communicate effectively with youth, parents, and other adult volunteers and staff
- A willingness to become familiar with and work within the philosophy and guidelines of University of Minnesota Extension, the Minnesota 4-H program, and the local 4-H program

Resources/Training Available: The University of Minnesota Extension 4-H program agrees to:

- Provide training opportunities (local and/or area) that will help meet the needs of members, leaders, and parents
- Provide appropriate curriculum, newsletters, and other resource materials
- Provide the screening required for volunteers
- Listen to ideas to help improve the 4-H program
- Provide appropriate recognition and awards to leaders

Benefits:

- Experience working with youth
- Training to enhance personal skills and knowledge

Work Direction By:

Name _____

Title _____

Phone # _____ Cell # _____

Email _____

Address _____

Extension Contact:

Name _____

Title _____

Phone # _____ Cell # _____

Email _____

Address _____

Form updated 6/2011

