



## **4-H DOG CLUB PROJECT LEADER VOLUNTEER POSITION DESCRIPTION**

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Kentucky 4-H Dog Program  
The University of Kentucky Cooperative Extension Service

**POSITION TITLE:**  
4-H Dog Club Leader

**TIME REQUIRED:**  
Monthly meetings - additional meetings as needed  
3 hours per meeting (2 hour meeting, 1 hour planning)

**LOCATION:**  
Appropriate location can be determined. (e.g., Cooperative Extension Office)

**GENERAL PURPOSE:**

- Teach specific skills to 4-H members as outlined in the 4-H project material.
- Advise members and parents about opportunities to showcase their completed projects (e.g., County Fair, State Fair, State 4-H Dog Camp, etc.) including dates, locations and requirements.

**SPECIFIC RESPONSIBILITIES:**

- Pick up dog project books from the County Extension Office and distribute to members
- Assist members in the selection and/or training of their dogs
- Advise the 4-H professional of the members' progress
- Assist members in filling out project records upon completion of the project
- Participate in volunteer development opportunities as offered
- Follow all guidelines and policies of the University of Kentucky Cooperative Extension Service, the Kentucky 4-H program and the county 4-H program
- Encourage guardian/parental participation and support
- Provide positive feedback to members

**QUALIFICATIONS:**

- Must complete the Volunteer Application process and be approved by the Youth Protection/Risk Management Committee
- The ability to organize information and materials
- The ability to work with minimum supervision from professional staff
- The ability to educate youth while nurturing positive self esteem, decision making, responsibility and leadership in the youth
- The ability to communicate effectively with youth, parents and other adult volunteers
- A sincere interest in sharing knowledge and skills in the dog project with youth in an informal setting

**BENEFITS:**

- Appropriate resource materials will be provided
- Professionals will be available for consultation on a one-to-one basis
- Recognition will be provided to volunteers

- The opportunity to work with youth and provide positive support and growth experiences

**SALARY:**

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

**MENTOR/SUPERVISING PROFESSIONAL**

**NAME:**

**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.”*

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Signature of Volunteer

Date

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Signature of Extension Professional

Date