



Horticulture

4-H Project Leader

Volunteer Position Description

VOLUNTEER POSITION DESCRIPTION

Kentucky 4-H Program

The University of Kentucky Cooperative Extension Service

The University of Kentucky

POSITION TITLE:

4-H Project Leader for Horticulture

TIME REQUIRED:

2 hours/week for 4-6 weeks or until project is completed (may vary depending on the project)

LOCATION:

County Extension Office; other

GENERAL PURPOSE:

- Teach specific skills to 4-H members as outlined in the 4-H project material
- Advise members & parents about opportunities to showcase their completed projects (such as county fair exhibits, etc.) including dates, locations and requirements.

SPECIFIC RESPONSIBILITIES:

- Pick up project books from the County Extension Office
- Distribute books to members of project group
- Assist members in selecting required materials for project completion
- 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 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
- Ability to organize information and materials
- Ability to work with minimal supervision from professional staff
- Ability to educate youth while nurturing positive self-esteem, decision-making, responsibility and leadership in youth

- Ability to communicate effectively with youth, parents, and other adult volunteers
- Sincere interest in sharing knowledge and skills with youth in an informal educational 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
- Opportunity to work with youth and provide 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.”

Signature of Volunteer

Date

Signature of Extension Professional

Date