

## Dare County 4-H Club Leader Role Description

<b>Agency</b>	NC State Extension
<b>Position Title</b>	Dare County 4-H Club Leader
<b>Major objectives</b>	Organize and manage a 4-H club
<b>Major Responsibilities</b>	<ul style="list-style-type: none"><li>-Attend county leader meetings for training and updates</li><li>-Develop club activities calendar with youth</li><li>-Communicate with Extension Agent and Extension staff</li><li>-Recruit 4-H club members</li><li>-Coordinate parent volunteers/helpers</li><li>-Design and/or schedule educational activities for club meetings</li><li>-Advise club members and parents on opportunities available to showcase their projects</li><li>-Accompany youth to local, state, and national events</li></ul>
<b>Qualifications</b>	<ul style="list-style-type: none"><li>-Ability to work well with youth and adults</li><li>-Organizational skills</li><li>-Communication skills, written and verbal</li><li>-Time management skills</li><li>-Successful completion of the child protection and safety policy screening</li><li>-Age 21 or older</li></ul>
<b>Training and Preparation</b>	<ul style="list-style-type: none"><li>-Participate in orientation for new volunteers</li><li>-Learn about 4-H opportunities, curriculum, and culture</li></ul>
<b>Time Requirements</b>	<ul style="list-style-type: none"><li>-Meeting and planning time may vary</li><li>-Travel/away time may vary depending on member involvement</li></ul>
<b>Location</b>	Coordinate with Extension office to identify meeting are
<b>Length of Commitment</b>	Negotiable
<b>Benefits</b>	<ul style="list-style-type: none"><li>• Energized by the rewarding experience of having a positive and lasting impact on young people!</li><li>• Part of the local, state and national 4-H team.</li><li>• Participate in quality training experiences and have access to 4-H curriculum for youth development.</li><li>• Local, state and national recognition as a 4-H leader and volunteer.</li></ul>

I have reviewed this position description with Dare County's NC State Extension 4-H Agent and accept these responsibilities as presented.

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Volunteer Signature

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Date

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4-H Agent Signature

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Date