



Sample Service Description State 4-H Teen Conference Chaperone

The Teen Conference chaperone stays in the dormitory during Teen Conference and serves to assist and guide all Conference delegates. Chaperones are required to be over 25 years old and must be screened 4-H volunteers. They should be available to encourage the fullest possible participation in the program by all delegates. They should also ensure delegates adhere to the expectations and code of conduct of the State 4-H Teen Conference. In the event of an emergency, chaperones may be called upon to act on behalf of Council Advisors.

All chaperones will be given an orientation prior to the start of Conference which includes logistics of the Conference, UNH dormitory policies, special health needs of delegates, specific Conference details and job/tasks that might need to be done.

Most importantly, chaperones serve as a positive role model of the teens and have fun interacting with this diverse group of young people.

Duties

- Follow and enforce the policies and procedures of the dorm and Conference.
- Set an example by obeying rules and the 4-H Code of Conduct.
- Chaperones should be welcoming to all youth and adults.
- Has authority to make decisions regarding the youth assigned to them.
- Chaperones are expected to attend activities, workshops, and assemblies.
- Represent 4-H and model appropriate behavior at all times.
- Be firm with the necessary rules while allowing youth the chance to develop self-discipline.
- Be sensitive to interactions with and among delegates.
- Encourage fun while earning respect. Be one with the group instead of one of the group.
- Know the goals of 4-H participation in Teen Conference and assist youth to reach them.
- Participate positively and with enthusiasm.
- If leaving the area, assign responsibility to another qualified chaperone. Do not leave youth without adult supervision, or alone with unscreened adults.
- Exercise responsibility for all youth attending an event through expressing concern for their behavior where needed and communication with appropriate chaperones.
- When rules are violated, and after consultation with Teen Council members, Council Advisors, and other chaperones, take appropriate action such as: pointing out the violation, removal of privileges, contacting 4-H officials and parents, or dismissal from Conference.
- Avoid the potential of child abuse allegations (real or perceived) by having at least three people (adults and/or youth) present at all times.
- Chaperones who are parents of delegates must allow other chaperones the opportunity to exercise their responsibility.
- Be flexible to roll with the punches, have a sense of humor to keep up with the kids, and always wear a smile!!!

Do not:

- Drink alcoholic beverages or smoke during Teen Conference.
- Touch, push or strike in any way.
- Restrain a youth except for the purpose of protection of them or others.

Reformatted Aug 2011