

Overview of Responsibilities of a UNH Cooperative Extension County Advisory Council Member

The following information is provided as an overview of the responsibilities that come with serving as a UNH Cooperative Extension County Advisory Council Member.

Extension County Advisory Councils are made up of citizens who are elected volunteers. Among other responsibilities, they are to advise and assist UNH Cooperative Extension in program planning and implementation, and in preparation, procurement and administration of the county portion of the budget.

UNH Cooperative Extension County Advisory Council members are expected to:

- Participate in orientation and other educational opportunities concerning policies, programs, marketing, and support of UNH Cooperative Extension activities.
- Attend regular meetings of the Council.
- Assist in the recruitment, employment and evaluation of Extension Educators.
- Assist County Office Administrator and Extension Educators in identifying and prioritizing program objectives based upon county needs.
- Assist in promoting UNH Cooperative Extension programs.
- Develop and oversee the UNH Cooperative Extension county budget.
- Approve suitable office facilities, in cooperation with the County Commissioners and County Office Administrator.
- Optional - serve as an officer, member of the Finance Committee, County Public Awareness Team or as a member of the UNH Cooperative Extension State Advisory Council.