**4-H Organizational Leader Volunteer Service Description**

**Title:**  4-H Organizational Leader

**Purpose:**

Lead and manage a club in order to provide a “positive youth development” environment for 4-H youth. Use the method of experiential teaching and “learn-by-doing” to guide 4-H youth through project work. Help create a safe and welcoming 4-H community where youth develop meaningful relationships and valuable life skills.

**Term of Appointment:**

From October 1st to September 30th, renewed annually. Renewable upon agreement of volunteer and Extension Staff member and completion of current year enrollment.

**Time required:**

Complete initial training and orientation. Plan and conduct all aspects of club programming (e.g., project work and community service). Overall time commitment is negotiable with 4-H staff or Volunteers with whom Organizational Leader works, but should include a minimum of six club meetings a year.

**Responsibilities:**

* Oversee or lead club meetings, and supplement club with project meetings and other 4-H learning activities.
* Provide youth with developmentally appropriate leadership opportunities and structure.
* Assist with hands-on experiential learning experiences leading toward creating a positive youth development environment which includes opportunities for: belonging, mastery, generosity, and independence.
* Assist Project Leaders and/or members to set and pursue project goals.
* Help 4-H youth and families learn about and access county, state and national 4-H events and opportunities.
* Provide other support as needed for club, county, and state 4-H events.
* Maintain 4-H charter status for one’s own club or group.
* Recruit and provide oversight to club Project or Resource Leaders.
* Attend online or face-to-face trainings or workshops to support one’s own learning.
* Be responsible for completing and submitting club related paperwork (e.g., annual program plan, financials, end of year reports, etc.)
* Serve as the primary communication link from the UNHCE 4-H office to the club and maintain communications with UNH Cooperative Extension staff, families and other volunteers regarding club activities.

**Qualifications:**

* Ability to complete UNH volunteer screening process.
* Believe in “positive” approach to youth development.
* Ability to work and communicate with youth from diverse backgrounds.
* Basic computer skills (or willingness to learn).
* Work with minimal supervision.
* Ability to manage and reduce program risk for 4-H youth and adults.
* Ability to be organized, provide leadership and support and be a team player to a 4-H group.

**Benefits:**

* 4-H out-of-pocket expenses and mileage are tax deductible.
* Liability protection for volunteer service under NH RSA 508:17.
* Provide service to one’s own community as part of the UNH Cooperative Extension’s youth development program.
* Opportunities for increasing one’s own leadership skills.

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