

## 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 1<sup>st</sup> to September 30<sup>th</sup>, 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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