



4-H Bowl Contest Moderator Service Description

Position

- 4-H Bowl Contest Moderator

Purpose

- To provide a positive learning experience for 4-H members and volunteers within the scope of UNH Cooperative Extension guidelines.
- To provide youth with a meaningful educational experience.

Term of Appointment

- Contest day, renewable upon agreement of volunteer and Extension Staff member
- This agreement may be terminated by either party regardless of reason. Such termination shall be by written notice to the other party and, unless otherwise specified in the notice, shall be effective immediately upon request.

Time Required

- From 8:00 AM to conclusion of the contest

Accountability

- Responsibilities are limited to the scope of the duties defined in this service description. Accountable to State 4-H Staff.
- Meet the goals as agreed upon by a successful completion of responsibilities.

Responsibilities

- Follow all guidelines and policies of UNHCE and 4-H program.
- Maintain close contact with Extension staff, Bowl Coordinator.
- Willingly share knowledge and involve youth and adults in program.
- Participate in volunteer development opportunities.
- Welcome all youth, their families, and other volunteers to participate in the program. The University of New Hampshire Cooperative Extension is a public institution with a longstanding commitment to equal opportunity for all. It is the policy of UNHCE to abide by all United States and New Hampshire state laws and University System of New Hampshire and University of New Hampshire policies applicable to discrimination and harassment. It does not discriminate on the basis of race, color, religion, sex, national origin, age, veteran's status, gender identity or expression, sexual orientation, marital status, or disability in admission or access to, or treatment or employment in, its programs, services, or activities.

Specific Tasks:

- Attend orientation for contest personal.
- Explain the procedure of play to participants.
- Keep the contest running. Read questions clearly.

- Acknowledge participants and verify answers.
- Work with judge to rule on questions and protests.
- Declare match winner.
- Know subject matter and contest rules.
- Review with Bowl Coordinator in two - four weeks.
- Maintain and submit necessary reports in a timely manner including: record of volunteer hours and duties performed.

Qualifications

- A sincere interest in working with other volunteers and professional staff in an educational setting and a willingness to become familiar with and work within the philosophy and guidelines of the University of NH Cooperative Extension and the NH and 4-H program.
- The ability to work with minimal supervision from professional staff.
- The ability to work and communicate effectively in verbal and written forms.
- The ability to accept and follow through with responsibilities.
- Must have successfully completed the UNHCE volunteer (application, screening, agreement) process.
- Knowledgeable in subject mater.
- No conflict of interest such as coach of team in play.

Resources

- Orientation, training and support from (county, state) UNHCE office.
- Assistance from other volunteers, staff.

Benefits

- Opportunity to learn, practice and improve personal skills.
- Personal satisfaction of providing an important service to and recognition from the community.
- Affiliation with UNH and interaction with professionals in the field.
- Liability protection for volunteer service to Extension under RSA 508:17 (see below)
- Expenses incurred and miles driven are tax deductible.

UNHCE Role

The University of New Hampshire Agrees to:

- Provide appropriate training opportunities
- Provide appropriate access to Extension property and resource materials
- Have professional available for consulting with on a one to one basis
- Provide opportunities for Extension Staff to listen to middle manager's ideas for improvement
- Provide appropriate supervision, evaluation, and recognition

[NOTE: Attach this service description to the signed 4-H Volunteer Agreement Form.]

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[New Logo June 2015]

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