



## 4-H Volunteer Leader Position Description

**Position Title:** Volunteer Leader at Tennessee 4-H Congress

**Purpose of Position:**

- To guide and supervise youth participating at 4-H Congress in order to maximize the educational value of the experience and to ensure the safety of all participants.

**Responsibilities:**

- As a volunteer leader attending Tennessee 4-H Congress, your role is to assist in making the event a positive experience for everyone, youth and other adults attending the event.
- The more you understand the purpose of the event, who will be attending, and all the activities that take place, the more confident you will feel about your role at the event. Learn as much as you can about the event by requesting information from the county agent and reviewing information on the website (<http://4h.tennessee.edu/4h/stcong/index.htm>)
- Attend leader orientation at county and regional level, if offered.
- Attend delegate orientation at county and regional level, if offered. Getting to know county delegates and their parents before attending the event is an opportunity to establish communication with the delegates and learn what they have accomplished in order to attend 4-H Congress. It also gives the youth an opportunity to get to know you, establish positive communication, and understand your role at the event.
- As a volunteer leader you are expected to:
  - Supervise and guide youth from your county, region, as well as other youth in attendance during the different activities and events that take place during 4-H Congress.
  - Model all rules and guidelines for delegates.
  - Attend leader orientation Sunday afternoon.
  - Assist with the logistics of specific activities and assume responsibilities as instructed by regional or state staff.
  - Attend all activities and assist youth with: following the schedules, time management, and meeting curfews established.
  - Communicate with regional staff, county agents, and state staff regarding concerns or questions.
  - Treat all youth fairly and not show favoritism towards any delegate (including personal child.)
  - Engage in positive communication with delegates, show respect and interest in them as a person.
- Maintain sensitivity to individual differences in interest, abilities, personal needs, cultural heritage and religious beliefs.

- Follow all 4-H policies and procedures.

**Qualifications:**

- Enjoy working with adolescents.
- Have a positive attitude and an ability and willingness to engage in positive communication with youth and adults.
- Interest in contributing to the achievement of the objectives of the event.
- Sensitive and appreciative of differences in people and open to learning new concepts and meeting people.
- Physically able to walk around the hotel and surrounding event locations and endure long days of activities, with late night curfews.

**Requirements:**

- Must complete the Volunteer Application process, be approved by the County Extension Office, and registered as a volunteer in SUPER database.
- Adhere to all 4-H rules and procedures.

**Time Commitment:**

Time allotted for county orientation and/or regional orientation.

During 4-H Congress, you are “on duty” as the schedule and assignments indicate, including free time.

**Benefits:**

- Opportunity to work with youth and make a difference.
- Networking with other volunteers and youth leaders across the state.
- Great investment of your time and effort.... an investment in the future.

This volunteer service description has been reviewed and agreed upon.

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Signature of 4-H Volunteer

Date

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Signature of 4-H county agent

Date