**Tennessee 4-H Staff Directory**

**Justin Crowe - Director and State 4-H Program Leader**
- Program leadership/oversight
- Risk Management
- State 4-H Council (shared with Jamie Harris)
- Collegiate 4-H/FFA (shared with Shelby Brawner)
- Administrative responsibilities for 4-H center policies, guidelines, etc.

**Shelby Brawner - Extension Specialist**
- Healthy Living
  - Grants
    - Health Rocks!
    - Healthy Habits
    - 4-H Health Rocks! Mentoring
  - Funnel Cake 5K
  - National Youth Summit on Healthy Living
  - Healthy Living Ambassadors
- Workforce Preparation
  - Next Chapter
  - “Shark Tank”
- Other Grants (not related to healthy living/workforce prep)
  - MACP CAMP
  - MACP CAMP II
  - 4-H Mentoring
  - 4-H Military
  - 4-H Pollinator Habitat Program (Co-PI with Daniel Sarver)
- Collegiate 4-H / FFA (with Justin Crowe)
- Poster Contest (digital + regular)
- Photo Search Contest

**Daniel Collins - STEM/Camping - Extension Specialist**
- Support 4-H centers with programming, curriculum, and accreditation support
- Provide training support for summer 4-H camp staff
- Provide curriculum and training for 4-H agents in all areas related to STEM
- Coordinate 4-H Electric Camp (Shared with Mike Buschermohle)
- Coordinate the TN 4-H Performing Arts Troupe
Aaron Fisher - Extension Specialist, Animal Science

- Provide leadership to youth animal shows
  - Beef, Swine, Sheep, Goat, Horse, Dairy, Knoxville Spring Junior Cattle Expo
- Provide leadership to state 4-H judging programs
  - Livestock, Meat, Horse, Dairy, Poultry, Livestock Quiz Bowl, Horse Bowl, Hippology, Horse Communications Contests
- Lead Animal Science contact for educational programming
  - Academic Conference, 4-H Roundup, Sheep Conference, Agribition Livestock Judging Contest
- Provide in-service training as member of Animal Science team in the youth animal science areas
- Develop educational content for youth animal science programs
- Provide leadership to 4-H Animal Science Workgroup
- National 4-H Livestock Skillathon Committee

Lori Gallimore - Extension Specialist

- Professional Development
  - V.O.L. (Virtual Onboarding Library)
  - In-Service
  - B.E.S.T. (Building Exceptionally Skilled Teachers)
- Awards and Recognition
  - Scholarships
  - Judging Teams
  - Specialist for CDM Judging
  - Honor Club
  - Portfolios/Interviews
- Event Management
  - Academic Conference

Jamie Harris - Extension Specialist

- Citizenship/Leadership/Teen Programs
  - Cultural Exchange Programs
  - 4-H Ambassador Program
- Project support for leadership project
- Project support for citizenship project
- 4-H All Stars
- State Council (share responsibilities with Justin Crowe)
• Southern Region 4-H Teen Leadership Conference
• Dairy Council Liaison
  o 4-H Dairy Poster Contest
  o June Dairy Month
• Tennessee Beef Council Liaison
  o Savor the Flavor Cooking Contest
  o More that Meat Drawing Contest
  o Beef Backer Contest
• Consumer Decision Making Contest (share responsibilities with Lori and Marci)
• 4-H Military Grant

Christie Henderson - Extension Assistant (50% 4-H, 50% Foundation)
• Event Coordination
  o 4-H Congress
  o 4-H Roundup
  o Fall Judging
  o Assist with National 4-H Congress
  o Assist with Academic Conference
• Foundation
  o Annual Giving
  o Stewardship
  o Database Management
  o Other duties as assigned

Ryan Hensley - TN 4-H Foundation Director
• Foundation
  o Advancement
  o Accounting & Budgeting
  o Management
  o Fund Development & Spending Policy Education
• Alumni

Lela Moore - Business Manager
• Departmental Financial Management
• Monitor Grants
• HR Processes
• Procurement Cards
● Contracts
● Bank Deposits
● Ensure that Department is in compliance with Policy and Procedure
● Foundation Financial Reports
● Foundation Reconciliations
● Assist with Audit of Foundation
● Other duties as assigned

**Sandie Morton - Accounting Specialist, 4-H Foundation (50%)**

● Foundation
  ○ Accounting - check writing and depositing
  ○ Keeping Blackbaud up to date
  ○ Other duties as assigned

**Trudi Neubeck, Administrative Specialist**

● Ideas Newsletter & website newsletter blog
● State Calendar
● State Personnel Assignments
● Honor Club check receipting
● Director’s calendar, support and travel
● Admin support for Jamie Harris and Daniel Collins

**Scott Reese - Extension Specialist**

● Support 4-H centers and county 4-H agents with programming and support related to Outdoor Education
● Provide training support for Statewide 4-H Shooting Sports events and activities.
● Coordinate 4-H Target S.M.A.R.T. Camp
● Coordinate Pioneer Camp (new for 2021)
● Coordinate Wild Child Camps (1 per Region) (new for 2021)

**Jennifer Richards, Assistant Professor, Curriculum Specialist**

● Curriculum
  ○ Work with content specialists to develop quality lesson plans and project area curricula to support in-school clubs and project groups.
  ○ Ensure that in-school club curricula is aligned to state content standards
  ○ Head NearPod Think Tank and oversee transition of county agents to using the platform
Joy Taylor - Administrative Support Assistant
- Administrative support for five specialists
- Generate travel expense reports in Concur for seven specialists
- Enter time for all student employees
- Generate time entry verification reports
- Purchase office supplies
- Review and close received order transactions in IRIS
- Data entry for Quizizz learning platform
- Maintain department website (tentative assignment)
- Take minutes at staff meetings (temporary assignment)

Daniel Sarver - Extension Specialist
- 4-H Volunteer Program Development
  - curriculum development, marketing of educational tools for agents and
    volunteers, and training
- Data Management
  - 4-H SUPER enrollment module
  - ES-237 report
- 4-H Shooting Sports
  - TWRA grant co-PI
  - assist in coordination (with Scott Reese)
- Other
  - state 4-H website webmaster
  - opioid grant with NC State
  - dairy products judging
  - state wildlife judging (with Craig Harper)

Steve Sutton, Assistant Director, Tennessee 4-H Foundation (25%)
- Foundation
  - Annual giving program
  - Donor identification
  - Development of communication pieces
  - Tennessee 4-H Alumni & Friends support