

# Volunteer and Extension Agent Responsibilities

## 4-H Roundup & State All Star Conference

### July 21-25, 2025

- **HAVE FUN!**
- Model behavior that is appropriate for 4-H members. If it is asked of them, you should follow the same rules.
- Be respectful - as you would want delegates to be respectful to you.
- You are responsible for delegates attending this event (dress, general conduct, crowd control, being on time, participation in activities, safety, etc.)
- Be fair in treatment and do not show favoritism to a child or group.
- Speak to delegates in positive terms.
- Talk to the delegates, ask about their involvement in 4-H. We have some **awesome** teens— get to know them.
- If you have a concern regarding a delegate's consistent misbehavior, let your Extension staff know. Behavior problems should be addressed by Extension staff.
- Conduct living group meetings each night.
- Study the program. Be present for **ALL** sessions to participate and assist with program logistics and crowd control (including free time, etc.)
- Study the **volunteer assignment sheets**. Arrive at your designated post 15—20 minutes earlier than the time listed for the event to start. Assist with crowd control in general in addition to any assignment. If you have questions regarding state assignments, ask Daniel Sarver.
- Make sure that the 4-H members are up and out of their rooms each morning and in their room at the designated hour each night.
- Complete and return evaluation forms to your Extension staff person after the living group meetings each night.
- Take pizza orders for your living group members each night, if requested.
- Impress upon members that they will have contact with many of the UT faculty and administrators while on campus. For them to leave these individuals with the right impression, it is highly important that the delegates exhibit exemplary behavior that is commonplace for 4-H members.
- Chaperone both on and off campus trips and on bus rides to and from activities.
- Enjoy the good company of other adults, sharing ideas with other agents and volunteers from other counties and regions.
- Our goal is for everyone to have a positive experience.
- **HAVE FUN! . . . and thank you for coming!**

