

## 4-H Advisory Committee Member Position Description 4-H Youth Development Ohio State University Extension

### Position Title:

4-H Advisory Committee Member

### Time Required

One to three year commitment of scheduled meetings as specified in the 4-H Advisory Committee Constitution.

### General Purpose:

Support and advise 4-H professionals about the current and future needs of county youth, volunteers and families in order to promote and foster involvement in 4-H Youth Development Programs.

### Specific Responsibilities:

- Plan, conduct, evaluate and recommend hands-on, experientially based educational programs for youth and volunteers based on county needs
- Lead and assist with educational clinics, workshops, fundraisers, and promotional events
- Represent assigned group/area based on county structure and partner in advocating for youth involvement and volunteer support
- Attend committee meetings according to the Advisory Committee constitution and actively participate in the committees' business, goals, objectives, mission and overall efforts in a positive manner
- Assist in the recruitment and educational development of 4-H volunteers and youth
- Encourage participation from parents, members, families, and the community in 4-H programs and activities at the county and state levels
- Keep informed and share 4-H information communicated through the 4-H Youth Development website, social media, emails, etc.
- Inform 4-H Professional(s) concerning training and resource needs of members or volunteers
- Assist in securing resources to conduct, promote, and expand the 4-H program
- Promote favorable public relations and a positive image of the 4-H program
- Participate in educational opportunities to further knowledge and skills
- Work with 4-H Professional(s), volunteers and youth in a positive manner that promotes teamwork and collaboration within the 4-H program.
- Become familiar with and work within the philosophy, guidelines and standards of behavior of the Ohio State University Extension, Ohio 4-H Program and the County 4-H Program



**Skills Needed:**

- Communication
- Organization
- Planning
- Decision Making
- Analytical
- Leadership
- Teamwork

**Ohio State University Extension Agrees to:**

- Provide orientation and training opportunities to assist Advisory Committee Members in being successful in their position
- Provide access to educational materials and resources
- Provide appropriate recognition of members for their service
- Collaborate to fulfill the goals of the Advisory Committee

**Supervising Professionals:**

4-H Youth Development Professional(s)

*By: Nadine Fogt, OSU Extension, 4-H Youth Development Extension Educator, Fayette County  
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*Adapted from "Volunteer Position Description – 4-H Advisory Committee Member" authored by Patty House, OSU Extension, 4-H Youth Development Extension Educator, Clark County*