

PURPOSE

Provide structured learning experiences and project opportunities for 4-H members with an interest in Food and Nutrition projects. Work with Food Showdown committee members to plan and conduct a Food Showdown event on the county and/or district level.

BENEFITS

- Opportunity to work with youth and/or adults providing positive support and growth experience.
- Gain and/or enhance knowledge and skills in the Food and Nutrition subject area.
- Opportunity to share your skills, talents, and interest.
- Experience personal growth from serving as a caring adult.

PRIMARY RESPONSIBILITIES

- Study, understand and practice the purpose and philosophy of the 4-H youth development program and OCES.
- Actively seek volunteers and youth from a variety of racial, ethnic, religious and socio-economic groups in your community, county and/or district.
- Commitment to enhancing the Oklahoma 4-H Youth Development Program.
- Conduct at least one educational workshop or series of workshops that enables adults/youth to become more knowledgeable or more prepared for the 4-H Food Showdown.
- Communicate regularly with county Extension Educator, Parent-Volunteer Association, club leaders, clubs, families and members.
- Provide positive learning experiences for youth interested in the Food and Nutrition subject matter area.
- Become acquainted with the project and activities related to the Food and Nutrition project.
- Serve as a resource person to provide project related information.
- Follow the "Behavioral Guidelines for Extension Educators and Volunteers" serving as a positive role model for youth.
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- Recruit and coordinate committee members.
- Provide event notification.
- Plan 4-H Food Showdown.
- Collaborate with committee members to determine:
 - Facility
 - Judges
 - Recipe/ingredient selection for each category
 - Publicity
- Conduct orientation sessions or appoint trained volunteer:
 - Participant
 - Safety
 - Judges

EXTENSION EDUCATOR AND COOPERATIVE EXTENSION AGREE TO:

- Provide orientation session to the Oklahoma 4-H program's mission, purpose and goals as they relate to youth development and programming.
- Provide orientation, educational programs and resource materials to develop an individual's understanding and management of volunteer assignments.
- Effectively communicate and encourage opportunities for continuing education on the district and state levels.
- Set educational tone and direction for 4-H and Extension programs. Serving as a resource person on the basic philosophy of the 4-H youth development program and 4-H organizational structure.
- Provide access to educational materials and resources for programming.
- Provide position descriptions for leadership roles and committees for use at the local and county level.
- Maintain sound working relationship with volunteers and parents involved in the 4-H program providing assistance, support and encouragement.
- Give recognition for time and energy devoted by volunteers at all levels of the 4-H program.
- Inform volunteers in a timely manner of events and activities via Extension newsletter, general correspondence, by telephone or the Internet.
- Provide educational support for program planning and evaluation.
- Complete annual evaluation of volunteer.

QUALIFICATIONS

- In good standing as a OK 4-H certified volunteer.
- Individual who is knowledgeable of the county 4-H program and seeking a means for sharing their time, talents and resources outside of a local club/unit.
- An appreciation of informal education.
- Interest and desire to educate and develop life skills through positive youth development, programs and activities.
- Able to provide 4-H members with positive encouragement and support.
- Good organizational and communication skills.
- Enthusiasm, patience and understanding.
- High level of personal integrity.
- Dependable transportation, phone and Internet access are desired, but not required.

TIME REQUIRED

- Commitment of 3 to 6 months renegotiable annually.
- 1-3 committee meetings per year; 1-3 hours per meeting.
- Regular reports to the county Educator and Parent-Volunteer Association.
- Time necessary to plan and conduct educational workshops in the area of Foods and Nutrition for other volunteers and/or youth. (1-2 times per year)
- Facilitate planning and implementation of the 4-H Food Showdown. Including securing facility, contacting judges, purchasing supplies for the event and set-up/clean-up. (15-20 hours)
- 3-6 hours the day of the event coordinating volunteers and judges for an event.

TRAINING AND CONTINUING EDUCATION

- Participate in face to face 4-H Food Showdown trainings and conference calls as required to remain in good standing as a 4-H volunteer.
- Attend District and State Volunteer Conferences.

