



[Insert Position Name]

Thank you for your time, talents and service.

Purpose

- {Insert duty}
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Primary Responsibilities

- Help ensure the safety and well-being of assigned youth.
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 - Encourage youth to exemplify the 4-H name through positive behavior and actions during all phases of transit.
 - Be positive and enthusiastic. If conditions are less than desirable your tone will influence the group's mood.
 - Attend orientation.
 - Support the person(s) in charge.
 - *Have fun.*
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Specific Duties

- Immediately address any behavior that endangers other youth or negatively impacts the surroundings.
 - In advance of the activity/event, familiarize yourself with policies related to first aid, emergency plans or any other risk management issues, as well as how you are to handle restroom stops and any behavioral problems.
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Benefits

- Personal satisfaction of enabling 4-H members to become more subject matter knowledgeable by developing confidence and life skills.
 - Learning with the youth.
 - Positive adult interaction with the youth.
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Qualifications

- Certified 4-H Volunteer in good standing, subject to annual review with Extension Educator.
 - Signed Volunteer Authorizations ("Behavioral Guidelines" for Volunteers. Form 5/6 Adult Liability Waiver, etc.) on file with the extension office.
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Training/Continuing Education

- Annually completed OK Working with Minors Training.
 - Annually complete Title VII and IX Training
 - Certified 4-H Volunteer preferred/required.
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Time Required

- Based on the itinerary/schedule provided by the person in charge.
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