

**4-H Junior Leader Advisor**

**VOLUNTEER ROLE DESCRIPTION**

Indiana 4-H Youth Development Program Purdue Cooperative Extension Service

**ROLE TITLE: 4-H Junior Leader Advisor**

**RESPONSIBILITIES:**

* Participate in one or more volunteer development opportunities each year.
* Follow all 4-H guidelines and policies of the Purdue University Extension, State 4-H Program, and County 4-H Program.
* Be committed and dedicated to young people, their growth in all areas, and sensitive to their abilities and needs.
* Promote favorable public relations and image for 4-H program.
* Help analyze the needs and interests of county youth and volunteers.
* Inform professional Extension staff concerning training needs of members or volunteers, resources needed to solve specific problems and/or concerns, and any other information as deemed important.
* Read 4-H newsletters and literature from the county Extension office and keep members, parents, and other volunteers informed.
* Assist Junior Leader officers with planning, conducting, evaluating, and recommending educational experiences, methods, and programs that will meet the needs and interests of members.
* Attend Junior Leader meetings and activities.
* Secure material resources as needed to conduct, promote, and expand the Junior Leader program.

**QUALIFICATIONS:**

* Must complete the Purdue University 4-H volunteer application and screening process and be accepted as a volunteer*.*
* A willingness to become familiar with and work within the philosophy and guidelines of the Purdue University Extension, State 4-H Program, and County 4-H Program.
* A sincere interest in teaching and sharing knowledge and skills with youth and adults in an educational setting.
* The ability to organize information and materials and delegate responsibility.
* The ability to work and communicate effectively in both verbal and written forms.
* The ability to motivate parents and other volunteers to assume leadership roles.
* The ability to work with minimal supervision from professional staff.
* A sincere interest in working with other volunteers and professional staff in an educational setting.

**TRAINING and RESOURCES:**

Purdue University Extension agrees to:

* Provide training opportunities that will help the volunteer meet the needs of members and parents
* Provide appropriate manuals, pamphlets, audio-visual aids, newsletters and other resource materials
* Have professionals available to listen to ideas to help improve the 4-H program
* Provide appropriate recognition and awards to 4-H Junior Leaders.

**CONTACT PERSON:**

Give name, address, and telephone number of county Extension 4-H salaried or volunteer staff who will be the volunteer's mentor/supervisor.

**LOCATION:**

Describe the committee level...club, community, area, county, area, state, regional, or national and the geographic location of the committee.

**SALARY:**

Unsalaried; Volunteer.

Signature of Volunteer Date

Signature of Extension Professional Date