

Thank you for expressing an interest to be placed on the ballot to serve a three-year term as a member of the Board of Directors of Allen County 4-H Clubs, Inc. Enclosed is a form that we would appreciate you completing and returning to the Extension Office to help us put together the ballot for the upcoming 4-H Annual Meeting, which will be held on December 2, 2025 at 7:00 pm at the Allen County Fairgrounds Administration Building (location is subject to change). We hope that you will be able to attend this meeting. RVSP is needed.

The 4-H Board meets the first Tuesday of every month at 7:00pm at the Allen County Extension Office. Attached is a job description for members of the Board of Directors of Allen County 4-H Clubs. Please return the attached Election Ballot Questionnaire by November 11, 2025. If we do not have your completed questionnaire by November 11 at 4:30 pm, we will assume you no longer wish to be on the ballot.

To be a 4-H volunteer you will also have to complete 4-H Online and complete the volunteer training Purdue requires. Purdue policy is requiring all volunteers on the ballot must have their 4-H Online and volunteer training done before election. We recommend you have it completed by December 1 so we can finish the process. You will have to complete your training again, as everything resets October 1st.

Thank you.

James Wolff
Allen County Extension Director

**Allen County 4-H Clubs, Inc.
Director Election Ballot Questionnaire**

Full Legal Name:

Preferred Name [if different]:

Current occupation/school attending:

Number of years enrolled in 4-H:

Past 4-H Leadership positions (club leader, project leader, 4-H committees, etc.):

Other community organizations involved with: (school, community, employment, etc.):

Reasons for wanting to serve on the 4-H Board:

Please return to:

**Allen County 4-H Clubs, Inc.
4001 Crescent Avenue, Fort Wayne, IN 46815
Email: allences@purdue.edu**

Please return by November 11, 2025

ALLEN COUNTY 4-H CLUBS, Inc.
Member of the Board of Directors – Job Description

Board Mission: Young people in Allen County need creative informal learning opportunities to develop basic life skills. Allen County 4-H Clubs, Inc. bonds families, community and businesses to provide leadership, activities, incentives and support for young people to develop these skills by utilizing various resources of the Cooperative Extension Service.

Board Composition: 18 people serve on the Board each year as representatives of the 4-H Board. Four representatives are elected each year to serve a three-year term. Board representatives are allowed to serve a maximum of two consecutive three-year terms. Five representatives are appointed each year as liaisons, for a one-year term, one each from 4-H Junior Leaders, Adult 4-H Volunteer Leaders and three from the youth population. The 4-H Board meets each month on the first Tuesday at 7:00 PM at the County Extension Office. The exceptions to the meeting dates are the Annual meeting in December.

Responsibilities/Expectations:

1. Attend Meetings on a regular basis.
2. Continue Expansion of outreach for educational programs of 4-H.
3. Determine 4-H “Direction” with all children in 4-H in mind. If involved with a project director must separate self from project and vote with the “whole” program of 4-H in mind.
4. Assist Extension staff with program as needed for benefit of 4-H.
5. Determine Fundraising programs for 4-H.
6. Determine Educational programs for 4-H
7. Determine and approve 4-H portion of Fair schedule as presented.
8. Approve rule changes as presented.
9. Work with the Allen County Fairgrounds Board to promote working together and continuing the fairgrounds future.

The basis of your position is to facilitate growth and retention of children in an educational setting, following the basic principles of the National 4-H and our Mission statement in the process.