

4-H VOLUNTEER ASSESSMENT

Every three –five years or as needed, the Extension Educator(s) and the volunteer should schedule a visit to discuss commitment, performance and review responsibilities to the county 4-H program or the position for which they were hired to serve. It is recognized that these are the minimum expectations; individual counties may make additions to this document.

Name: _____ Club _____ Year _____

Training/Continuing Education:

Documented in 4HOnline Data Management System:

- 4-H Volunteer Enrollment Current
- Working with Minors training
- Title VII & IX Training
- Four Continuing Educations completed, if not how many completed _____

General Volunteer Agreement:

	Not Met		Satisfactory		Superior
1. To provide a positive educational environment that will enable youth to grow, learn and develop friendships.	1	2	3	4	5
2. Familiar with policies related to first aid, emergency plans or any other risk management procedures of Oklahoma State University, OK 4-H Youth Development and the county 4-H program.	1	2	3	4	5
3. To promote responsibility, personal growth and goal setting in 4-H projects by each member.	1	2	3	4	5
4. To inform 4-H members and families of Extension program opportunities.	1	2	3	4	5
5. To participate in Parent-Volunteer Association/county leader's council meetings and committee work.	1	2	3	4	5
6. To actively seek volunteers/youth from a variety of racial, ethnic, religious and socio-economic groups.	1	2	3	4	5
7. To be supportive of Extension programs.	1	2	3	4	5
8. To inform county Extension Educator of needs and changes necessary for the continued growth of the 4-H program.	1	2	3	4	5
9. To recruit and involve other volunteers in programming efforts.	1	2	3	4	5

Position Description Specific Duties:

10.	1	2	3	4	5
11.					

Working Relationships

	Needs Improvement		Satisfactory		Excellent
a. Relations with other volunteers, parents and families	1	2	3	4	5
b. Relations with staff	1	2	3	4	5
c. Relations with 4-H membership	1	2	3	4	5
d. Initiative	1	2	3	4	5
e. Flexibility	1	2	3	4	5
f.	1	2	3	4	5
g.	1	2	3	4	5

Comments by Extension Educator regarding above areas:

Comments by volunteer regarding above areas:

Most significant achievement during period of evaluation:

Major area in which improvement, change or further training would be desirable, with description of suggested course of action”

Overall, how does the volunteer feel about remaining in this position? What change in nature of responsibilities or procedures would improve the ability of the volunteer to contribute to the 4-H program?

What are the major goals for the volunteer to accomplish in their position between now and the next evaluation period?

- 1.
- 2.
- 3.
- 4.
- 5.

Other recommendation or comments:

Scheduled date of next evaluation:

Date

Organizational Leader Signature

Date

Extension Educator