



# State 4-H Volunteer Board Member

*Thank you for your time, talents and service.*

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## Purpose

- Assist the Oklahoma 4-H program in educating and effectively using adult volunteers at the local, county, district and state levels.
  - To encourage the growth of 4-H project knowledge and the application of project development of the parents of 4-H members and 4-H volunteers.
  - To aid and support Oklahoma 4-H Youth Development efforts by supporting district and state leadership teams, as well as county, district and state staff.
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## Primary Duties

- To annually plan and conduct the State Parent-Volunteer Conference.
  - Requires attendance at four or more meetings each year.
  - Requires attendance at the State Parent-Volunteer Conference.
  - Assist with planning, conducting and attending District Volunteer Conference(s).
  - Assist District 4-H Program Specialists as requested.
  - Serve as an advisory group and development team in the growth of educational tools and materials supporting volunteer continuing education.
  - Elect and/or serve as officer of Volunteer Board. Officers will be responsible for duties as stated in the board constitution and by-laws.
  - Performing other duties as identified by the board.
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## Benefits

- Opportunity for continued personal growth and learning.
  - Opportunity for increasing responsible leadership roles.
  - Out-of-pocket expenses are deductible from income tax.
  - Interaction with volunteers from across the district and state
  - New friendships.
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## Qualifications

- Certified 4-H Volunteer in good standing.
  - Active Enrollment
  - No more than one person from a county may serve on the board at any one time, unless no one else applies/runs.
  - Knowledge of the 4-H program.
  - Time and energy to devote to the 4-H Youth Development Program.
  - Ability and resources to travel
  - Ability to communicate.
  - Ability to share decision-making and responsibilities.
  - Enthusiasm, patience and understanding.
  - High level of personal integrity.
  - Commitment to upholding the Oklahoma 4-H Youth Development Program.
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## Training/Continuing Education

- Support, assistance, and mentoring from State and District 4-H Program Specialists.
- Complete all annual continuing education requirements including
  - OK Working with Minors Training.
  - Title VII and IX Training

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## Time Required

- Four-year term beginning in July each year
- Board members who miss 2 consecutive meeting can be removed from their position without notification.
- Four meetings per year – two in a central location and two via a digital platform. Travel time to and from meetings
- State and District volunteer conferences
- Personal time planning, coordinating and preparing designated responsibilities with district team members.
- As per other board goals or activities.

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## Equipment/Tools Needed

- Board members will need access to an electronic device with camera and microphone and internet for digital meetings.
- Internet access and computer/electronic device for board communications.
- Reliable transportation.

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