



4-H MENTOR LEADER VOLUNTEER POSITION DESCRIPTION

Ellis County 4-H Program

PURPOSE: *To provide new 4-H leaders with the support, encouragement, training and personal contact to help them become well-rounded, knowledgeable, confident 4-H leaders. This position will help produce a solid*

network of leaders to enhance our 4-H youth program.

RESPONSIBILITIES:

- Complete VIP volunteer screening process.
- Contact new leaders and provide a current project leader list for specific project areas.
- Help mentor new leaders and be available to answer questions.
- Telephone or otherwise notify new leaders concerning trainings and meetings that would benefit them or their subject matter (offer rides to meetings, etc.)
- Keep the appropriate Extension staff informed as to progress, needs, and potential issues.
- Follow all guidelines & policies of the K-State Research and Extension, the Kansas 4-H program, and the county 4-H program

QUALIFICATIONS:

- Completion of the Volunteer Information Profile process and approval by the Ellis Co. Extension Council
- The ability to communicate effectively with youth, parents and other adult volunteers, staff
- Effective one-on-one communication skills
- Available to give regular support and feedback to leaders.
- Belief in the importance of 4-H youth development and the ability to effectively communicate it.
- Knowledge of state and county 4-H programs
- Enjoys working with others and helping them succeed
- Experience as a successful 4-H club leader.
- A willingness to become familiar with and work within the philosophy and guidelines of K-State Research and Extension, Kansas 4-H, and the local 4-H program.

TIME REQUIRED: The 4-H Mentor Leader position is a two to three year commitment. 1 to 3 hours a week required.

LOCATION: County Extension Office; leader's home or business; local community facilities, other

RESOURCES AVAILABLE:

K-State Research and Extension in Ellis County agrees to:

- Provide training opportunities (local and/or area) that will help meet the needs of members, leaders, and parents.
- Provide the screening required for volunteers.
- Location for meetings
- Equipment for use in working with leaders

SALARY:

Unsalariated: Volunteer

BENEFITS

- Expenses incurred and miles driven are tax deductible.
- Liability insurance provided by the Ellis Co. Extension Council
- Being able to share the expertise you possess as a successful 4-H leader.
- To develop lifelong friendships with youth, parents and other volunteers
- Leadership development opportunities
- Strengthen personal leadership, communication, organizational skills
- Opportunity to share your skills, talents, and interests
- The satisfaction of helping the 4-H program retain knowledgeable, confident leaders to continue program growth in reaching more youth.

RESPONSIBLE TO: K-State Research and Extension Staff, Ellis Co. Extension Council

MENTOR/SUPERVISING PROFESSIONAL

Susan Schlichting
 County Extension Agent – 4-H Youth Development
 601 Main St., Ste. A
 Hays, KS 67601
 (785) 628-9430
 (785) 621-2002 – Fax
sschlich@oznet.ksu.edu
www.oznet.ksu.edu/ellis

I will work to “Make the Best Better” through my role as a 4-H Mentor Leader

I will work to support volunteer efforts to “Make the Best Better” in Ellis Co. 4-H

Volunteer’s Signature Date

Extension Professional Signature Date



K-State Research and Extension is an equal opportunity provider and employer.