



Sutter-Yuba Counties 4-H Youth Development Program

4-H PROGRAM DEVELOPMENT BOARD

ADULT LEADERSHIP COMMITTEE

General Description

The Adult Leadership Program Development Committee is responsible for 4-H volunteer development, recruitment, and training.

The activities/programs that come under the Adult Leadership category are:

- Volunteer recruitment
- Volunteer placement
- New Volunteer Orientation
- August Community Club Leader meeting/ training
- Development and delivery of continuing education for new and returning volunteers
- Review and evaluate current curriculum

Objectives of Committee

1. To strengthen the educational quality of the 4-H Youth Development Program (YDP) in Sutter and Yuba Counties. Ensure consistent and dynamic educational programming in adult leadership.
2. To ensure that programming in adult leadership is aligned and consistent with the UC 4-H YDP Framework.
3. To develop, coordinate, and direct training for adult volunteers.
4. To connect volunteers with current resources and curriculum that will aid them in their role.
5. To connect adults with 4-H volunteer opportunities.
6. To ensure that all 4-H events and programs which are a part of this program area will have chairpersons and adequate youth and adult volunteer support to carry out the event, activity or program.

Specific Responsibilities of Committee

1. Responsible for both annual and long range 4-H volunteer development and training.
2. Organize and coordinate adult leadership events/activities with the various event/activity committees.
3. Evaluate current adult leadership events/activities and make recommendations concerning them.

4. Make recommendations for new events/activities and discontinue outdated events/activities in adult leadership.
5. Screen, evaluate and recommend the purchase of educational materials and how the items should be used.
6. Recruit new adult volunteers to serve in various roles in the Sutter-Yuba Counties 4-H program; place them in roles in which they have an interest and/or skill to share and time to give.
7. Make recommendations to the 4-H Program Development Board and Management Board for adult volunteer training topics.

Membership

No less than seven adult members. All geographic areas and ethnic diversity of the county should be represented as much as possible.

Specific Skills

1. Either an understanding of or a willingness to devote the time necessary to learn about the 4-H YDP, especially in the area of continuing education for adult volunteers.
2. Interest in adult volunteer education.
3. Ability to relate to and work with adults from a wide range of socio-economic and ethnic backgrounds.
4. Enthusiasm, patience and understanding.
5. An understanding of the 4-H Program Development Board and Key Leader concepts in the county and the ability to communicate it to others.
6. Become a 4-H Adult Volunteer prior to serving on the committee. Becoming a 4-H Adult Volunteer includes: enrolling in 4-H and paying the enrollment fee, completing fingerprinting, and attending New Volunteer Orientation.

Specific Responsibilities

1. Attend the meetings and be an active participant of the Adult Leadership Program Development Committee in order to help develop and implement a dynamic adult volunteer education program.
2. Follow through on any committee or sub-committee work.

Relationships

The members of the committee will be responsible to the Adult Leadership Key Leader. The committee members will cooperate with one another. The committee will also work with the Initiatives Committee and the Community Outreach and Visibility Committee.

Time Involved

The time needed for committee members to do the job varies throughout the year. It is estimated that, on the average, no more than 4 hours per month throughout the year would be required.

Term of Appointment

Two-year term with option for one-year reappointment.

I have reviewed this agreement and am willing to volunteer and to serve on the Sutter-Yuba Counties 4-H Adult Leadership Committee.

4-H Adult Volunteer

Date

Adult Leadership Key Leader

Date

This document was developed by Rita Boyes, 4-H Program Representative in Sutter-Yuba Counties. It is based on materials originally developed by Richard P. Enfield, 4-H Youth Development Advisor and County Key Leader in San Louis Obispo & Santa Barbara Counties and Richard L. Mahacek, 4-H Youth Development Advisor in Merced County.

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