

# KANSAS 4-H PROJECT LEADER: POSITION DESCRIPTION



## **PURPOSE:**

Provide leadership/teaching in a specific subject matter area to a small group of 4-Hers and assist them to develop life skills.

## **RESPONSIBILITIES:**

- All individuals who work directly with youth are required to complete the Kansas 4-H volunteer screening process.
- Organize the project group. Communicate with 4-H members and families. Schedule and arrange for the project meetings. Conduct/teach project meetings. Help members complete project exhibit(s). Help members complete project report forms. Attend club meetings when possible.

## **TRAINING AND ASSISTANCE:**

- ☼ Club Leader
- ☼ Local K-State Research and Extension staff
- ☼ [4-H Project Manuals and Leaders Guides](#)
- ☼ [Kansas Clover Classroom Project Challenges](#)
- ☼ Area and State Leaders training sessions

## **TIME COMMITMENT:**

1-year term, October to September. Project meetings should be held at a time, place and frequency that is determined by you and the 4-Hers.

## **QUALIFICATIONS:**

- ☼ Interest in helping youth.
- ☼ Interest in 4-H educational programs.
- ☼ Knowledge in or willingness to learn about subject matter to be lead (taught).
- ☼ Ability to organize and coordinate.
- ☼ Ability to communicate with youth and adults.

### **Kansas State University Agricultural Experiment Station and Cooperative Extension Service**

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