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:
Unsalaried: 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
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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 for Kids

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