



Volunteer Position Description

4-H Committee Member

All South Dakota 4-H volunteers must complete the volunteer screening process, background check and training requirements. 4-H volunteers are committed to working in partnership with SDSU Extension to ensure a positive youth development environment and successful 4-H Program. All volunteers will support the positive growth and development of all youth in accordance with Title VI of the Civil Rights Act, Title IX of the Educational Amendments, and the Americans with Disabilities Act of 1990. Volunteers will follow all civil rights policies set forth by the South Dakota Board of Regents, South Dakota State University, and SDSU Extension. 4-H volunteers will follow all guidelines and policies of SDSU Extension, South Dakota 4-H, and county 4-H programs.

Purpose:

- Serve as a representative for 4-H parents/volunteers to specific project and event (county or state) Committee.
- Support 4-H professionals, volunteers, and members in conducting meaningful educational experiences to help youth grow and reach their fullest potential.

Time Required:

- Requires a minimum of one- or two-year commitment (October - September – approximately 1-2 hours monthly)).

Qualifications:

- Adults who are interested in working with youth and other adults.
- An appreciation of experiential learning and a desire to help youth learn by doing.
- Commitment to providing educational opportunities to diverse groups of youth and adults.
- Ability to share decision-making and responsibilities with youth leaders and adult volunteers, motivating individuals to assume leadership roles.
- Experience working with teams and creating capacity in others.

This role is ideal for people who have:

- Strong interest or knowledge in a specialized area of expertise.
- Strong organizational, written and verbal communication skills.
- Firm understanding of SD 4-H program structure, calendar year, guidelines, policies, etc.
- An interest in working with other volunteers and professional staff.
- An ability to communicate effectively with youth, parents, and other adult volunteers and staff.
- A sincere dedication to young people while also sensitive to their abilities and needs.

Responsibilities:

- Conduct yourself in a responsible manner and serve as a positive role model.
- Attend all committee meetings.

- Promote favorable public relations and image of South Dakota 4-H youth development program.
- Help analyze the needs and interests of youth, parents, and volunteers.
- Supporting youth voice by involving youth decision-making
 - Encourage youth/adult partnerships
 - Involve youth in teaching or leadership roles.
 - Meet with the youth leadership team to plan activities.
- Inform 4-H professionals of training needs for members or volunteers, resources needed to solve specific problems and/or concerns, and any other important information.
- Assist with planning, conducting, and evaluations, and recommending educational experiences, methods, and programs that meet the needs and interests of youth.
- Assist youth to be beyond ready to be their full, authentic selves both now and in the future. Help equip youth with skills for the future while meeting them where they are today.
- Recruit additional adult and youth volunteers and resource people as needed. Identify community resources and connections.
- Provide support, resources, and guidance to the youth and adult volunteers serving in leadership roles.
- Welcome parent and member ideas, interests, and participation at all 4-H activities.
- Work with the community to build understanding and support of 4-H.
- Participate in volunteer development opportunities and encourage others to participate as well.

Benefits

- Personal skill development through supporting youth and contributing to the 4-H organization, including: acquiring leadership, strengthening communication skills, and gaining confidence.
- The opportunity to directly work with youth and observe them succeeding.
- Opportunity to build new relationships and strengthen community ties.
- Satisfaction of contributing to positive development of youth, families, and community
- Develop strategies to teach and lead effective meetings.
- Gain technical skills that are transferable to professional work environments.

SDSU Extension and South Dakota 4-H Agree to:

- Provide training opportunities and resources to help volunteer meet their needs.
- Provide appropriate manuals, pamphlets, audio-visual aids, newsletters, and other resource materials.
- Have professionals available to listen to leaders' ideas to help improve the 4-H program.
- Provide appropriate recognition and awards to leaders.

Printed Name

Signature

Date

*First Adopted June 1, 2025**

**Based on the North Central Region 4-H Volunteer Impact Study conducted by the NCR Volunteer Extension Specialists and Evaluation specialists from MN and WI in January of 2024.*

SDSU Extension is an equal opportunity provider and employer in accordance with the nondiscrimination policies of South Dakota State University, the South Dakota Board of Regents and the United States Department of Agriculture.

Learn more at extension.sdstate.edu.

© 2025, South Dakota Board of Regents

S-0054-09