4-H Youth Exploring Leadership & Learning Out loud! (YELLO!)
Volunteer Chaperone Position Description

Purpose: Understand, support, and create an educational experience that:
- Supports the positive growth and development of each youth involved
- Develops important life skills and creates opportunities for youth to learn, lead, and serve
- Involves youth in becoming competent, caring, and connected citizens of character in their community
- Provide the leadership and direction necessary for chaperoning at YELLO! and providing quality educational experiences for participants, youth leaders (State Ambassadors), volunteers/chaperones, and staff

Time Required/Dates of Commitment: 3:00pm on Wednesday, June 14 until 11:30am on Saturday, June 17, including overnight, and possibly transporting youth to and from the event.

Note: There may be blocks of unscheduled times for volunteers. A webinar will be held in mid-May to walk through the schedule and offer opportunities to sign up for specific volunteer roles that can help determine when down times might be experienced. Chaperones are welcome to bring a book or other activity, but should be accessible at all times at the event.

Responsibilities:
- Complete appropriate volunteer screening procedures by May 12, 2017
- Complete “Chaperone Policies and Procedures” online training through 4HOnline by June 10, 2017
- Follow through on commitments including working with local staff in finding a replacement for yourself when needed
- Serve as a respectful, positive role model for other youth and adults
- Communicate with Extension staff during the event
- Provide positive support to participants, youth leaders (State Ambassadors), and adult staff
- Make recommendations regarding changes and successes to be used the next year
- Follow all 4-H guidelines and policies of University of Minnesota Extension, the Minnesota 4-H program and the local 4-H program
- Other tasks as assigned

Specific Duties/Tasks:
- Attend or review an online orientation prior to the event (details sent closer to event)
- Assist in overseeing participants during the event and conduct bed checks and periodic check-ins with assigned youth during the event
  - NOTE: you will have an assigned set of youth from multiple counties and you will likely not know all of them prior to the event
- Serve as a link between participants and staff as needed during the night
- Report to Extension staff any questionable issues, concerns, happenings, or comments
- Other duties as agreed upon based on needs of the YELLO! activities – following a webinar in mid-May, volunteers will have an opportunity to sign up for specific roles that may include:
  - Taking photos, setting up for activities, facilitating experiences, preparing the banquet, office support, etc.
Qualifications/Skills:

- Appropriate 4-H Volunteer Screening
- Must be 21 years or older and not eligible to be a 4-H member
- Prefer some knowledge of the 4-H program. Must be able to work with adult and teen volunteers.
- Effective communication skills (speaking, listening, writing)
- Leadership abilities, sense of responsibility required
- Ability to work effectively as a team member, express enthusiasm, and use innovation in relating to youth and adults required
- The ability to organize and motivate youth while nurturing positive youth development, decision making, responsibility, and leadership in youth
- A sincere interest in teaching and sharing knowledge and skills with youth in an educational setting
- The ability to communicate effectively with youth, parents, and other adult volunteers and staff
- A willingness to become familiar with and work within the philosophy and guidelines of University of Minnesota Extension, the Minnesota 4-H program, and the local 4-H program

Resources/Training Available:

The University of Minnesota Extension 4-H program agrees to:

- Provide training opportunities that will help meet the needs of members, leaders, and parents
- Provide training and set expectations at the event
- Provide the screening required for volunteers
- Listen to ideas to help improve the 4-H program
- Provide orientation with Extension staff

Benefits:

- Experience working with youth
- Training to enhance personal skills and knowledge

To Apply:

Send an email to your local 4-H program contact person with the following information by May 12, 2017. A select number of volunteers will be identified for this year’s event.

- Provide your full name and county that you volunteer for 4-H (if a current volunteer)
- Provide your preferred email and phone number
- Provide a brief description of why you are interested in volunteering

Contacts:

Interest should be expressed to your local 4-H program office. Specific questions about this year’s event can be directed to the Minnesota 4-H State Ambassador advisors, after April 1, 2017:

- Jacque Lonning, State Program Director, Citizenship & Leadership
  612-624-9117 (office) – jlonning@umn.edu
- Joshua Kukowski, Extension Educator, Youth Development
  218-236-2017 – kuko0019@umn.edu
- Or contact the general email for event coordinators (emails to all staff involved in coordinating the event) at yello@umn.edu.