# **SAN BENITO COUNTY 4-H COMMITTEE SIGN-UPS**

The San Benito County 4-H Program seeks interested appointed leaders and 9th-12th grade members to serve on the committees listed below for the **2014-15** 4-H program year. 4-H events and activities will not take place without committees and committee chairs. ***These committees provide vital leadership for the events and opportunities that 4-H offers our youth in San Benito County.***

Please return form to the 4-H office no later than **December 3rd, 2014**

* *Youth Member*
* *Adult Volunteer*

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Club: |  |
|  |
| Phone: |  | e-mail: |  |

|  |  |  |
| --- | --- | --- |
| *Committee* | *Willing to be a Member* | *Willing to Chair**/Co-chair* |
| *Animal Science/Fair Livestock* |  |  |
| *Camp*  |  |  |
| *Enrollment Fees* |  |  |
| *Expansion and Review* |  |  |
| *Fashion Revue/Family & Consumer Sciences* |  |  |
| *Incentives & Recognition* |  |  |
| *Pancake Breakfast* |  |  |
| *Policy & Procedure*  |  |  |
| *Presentation Day (County)* |  |  |
| *Presentation Day (Sectional)* |  |  |
| *Record Book* |  |  |
| *Scholarship and Bank-on-Us Program* |  |  |
| *Sunrise Breakfast* |  |  |
| *Transportation/Travel* |  |  |
| *Youth Development Center/4-H Farm* |  |  |

**Committee Descriptions:**

**ANIMAL SCIENCE/FAIR LIVESTOCK:** Responsibilities include serving as liaisons to the San Benito County Fair, field days, and other animal-related activities as determined by the committee for all livestock species.

**CAMP:** Responsibilities include implementing a countywide camping program.

**ENROLLMENT FEES:** Develop options and strategies to assist clubs and Council meet the needs of families unable to afford the 4-H enrollment fee.

**EXPANSION AND REVIEW:** The function of 4-H Expansion and Review Committee (E&R committee) is to help expand 4-H Youth Development Program opportunities for members and adult volunteers, to help strengthen approaches to 4-H YDP delivery, and to add quality to the educational process.

# **FASHION REVUE AND FAMILY & CONSUMER SCIENCES:** Responsibilities include handling Fashion Revue, Food Safety, F&CS activities & events related to the Fair and other events and trainings as determined by the committee.

# **PRESENTATION DAY (COUNTY):** Responsibilities include planning, promoting, and implementing Presentation Day.

# **PRESENTATION DAY (SECTIONAL):** Responsibilities include planning, promoting, and implementing Presentation Day with a team of adults and youth from San Benito, Santa Cruz and Monterey Counties.

**INCENTIVES & RECOGNITION:** Responsibilities include overseeing award-related activities. Oversight of Emerald and All-Star applications and approvals.

**RECORD BOOK:** Responsibilities include handling annual Record Book judging.

**SCHOLARSHIP AND BANK-ON-US PROGRAM:** Responsibilities include reviewing current scholarship and “Bank on Us” criteria and making recommendations for change (if necessary) to Council, reviewing all applicant forms to ensure criteria has been met, and assisting in selection of scholarship judges. (A Volunteer is not eligible to participate on this committee if any candidate is the Volunteer’s family member).

**TRAVEL/TRANSPORTATION:** Assess transportation needs for the program year, make recommendations to the council on costs and modes of transportation to events, and assist the chaperones and youth in securing transportation needs.

**YOUTH DEVELOPMENT CENTER / 4-H FARM**: Responsibilities include overseeing the use, maintenance, and development of the YDC/4-H Farm property.

**Role of Committees:**

The 4-H Council President and/or Executive Committee appoint all members of the committees and name the chair of each committee. All committees must adhere to the mission, core values and policies of the University of California 4-H YDP when planning educational events and activities. When possible, senior members should be appointed committee co-chairs.

Committee work is defined in conjunction with the 4-H Council and 4-H YDP staff. Committees are expected to develop annual plans of work which include:

* Task time lines
* Dates of events/functions
* Development and review of applications, policies, procedures, promotional and outreach

 materials

* Budgets
* Council Reports

Committees draft their annual plans of work and present them to the 4-H Council for input and approval BEFORE taking action or implementing the plan of work. Committees gather input for their plans of work from meeting minutes and suggestions of the 4-H community, Council and/or 4-H YDP staff. Committees should coordinate all activities through the 4-H Council and the 4-H YDP staff. County 4-H YDP staff and the County Director have final authority for the administration and operation of the county 4-H YDP program.

If you have any questions, please contact 4-H Youth Development Advisor Lynn Schmitt-McQuitty at 831-637-5346 x 12, lschmittmcquitty@ucanr.edu

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