2023 Youth Summits Planning Team Member

Role Description

The Youth Summit Planning Team is a volunteer committee under the direction of the State 4-H Office Program Representative for Civic Engagement & Leadership and adult volunteer Youth Summits Director. The Youth Summit Planning Team is responsible for planning and operating the California 4-H Youth Summits. The Planning Team's scope of work will include:

- Creating a high-quality educational environment
- Organizing network opportunities for summit participants
- Maintaining a safe space for all youth to feel welcome
- Promoting the event
- Recruiting attendees and chaperones
- Ensuring that the Youth Summits handbook requirements are met

Responsible to: Youth Summit chairs, Youth Summits Director, and State 4-H Program Representative for Civic Engagement & Leadership

Planning Team Member Responsibilities:

- Attend all scheduled Planning Team meetings
- Complete action items assigned at meetings and participate in subcommittee work
- Review agendas before meetings and do any pre-work necessary to make effective use of meeting time
- Provide a perspective of the youth from their local program
- Role-model positive conflict resolution techniques and teamwork skills

Planning Team Member Qualifications:

- Must be enrolled as a senior 4-H member (ages 14+), an adult volunteer, or a UCANR 4-H staff member.
- Must have attended at least one Youth Summit or similar 4-H event.
- Must have past leadership and/or teamwork experience. Examples include club officer, junior/teen leader, county ambassador/all-star, committee membership, youth summit facilitator or other similar positions.
- Needs to have access to a computer with internet connectivity.
- Be flexible, friendly, and open-minded.

- Be self-motivated to complete assigned tasks in a timely manner.
- Respond to emails and correspondence in a timely manner.

Meetings

All planning meetings will be hosted virtually via Zoom. Members should expect at least one meeting a month with the entire planning team and additional meetings for committee work. Members must be able to participate in meetings. If a member is unable to actively participate in 80% of meetings, they will not be able to attend the Youth Summit as part of the planning team; they may still apply to serve as facilitator or chaperone and attend in that capacity.

Youth Summit Locations

Our goal is to return to the traditional overnight, three day leadership conference hosted at camp facilities across the state. At the moment, we are planning to host in-person youth summits in Riverside County, Fresno County, and somewhere along the central coast/bay area. In addition, we will plan a virtual youth summit for those who won't be able to participate in-person. The youth summits will be hosted in January and February 2023. Location details and official dates will be announced at a later date.

Term of Appointment

Members are appointed April 2022 and serve until the conclusion of the Youth Summit in February 2023.