

CA 4-H Shooting Sports Project Leader Position Description

7/2019

University of California
Agriculture and Natural Resources



Position Title

4-H Shooting Sports Project Leader (Archery, Hunting, Muzzle Loading, Pistol, Rifle, Shotgun, and Western Heritage)

Location

Serve within the county.

Type of Position

Volunteer leader; no direct salary or wages.

Supervision

4-H Extension staff in charge of county program and State 4-H Shooting Sports Coordinator.

General Description

Be responsible for the overall teaching of knowledge and skills related to a specific shooting sports discipline to 4-H members, ages 9-19.

Qualifications

1. Currently enrolled as a 4-H adult volunteer and have completed the adult volunteer orientation and screening process at the local level.
2. Be at least 21 years of age.
3. Have no felony convictions.
4. Have no convictions for hunting, fishing or firearm related violations in the past (5) years.
5. Have no convictions or other restrictions that would prohibit owning, purchasing, receiving, possessing or having under custody or control any firearm.
6. Be able to demonstrate competency in instructing youth in Shooting Sports.
7. Must submit a completed Application for Certification to the California 4-H YDP State Shooting Sports Committee and receive certification approval.
8. Have satisfactorily completed a discipline-specific National or State 4-H shooting sports workshop. These disciplines include: archery, hunting*, muzzle loading, pistol, rifle, shotgun, and Western Heritage.

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Duties of a Project Volunteer

1. Supervises and controls the operation of the Shooting Sports facilities, equipment (including firearms), volunteers and participants in a safe and effective manner.
2. Direct, schedule, supervise and develop participants of the 4-H Shooting Sports Program. Assures understanding of all responsibilities, delegates authority, directs, appraises, and counsels.
3. Conduct 4-H Shooting Sports classes within the guidelines set by the National/State Shooting Sports Committee.
4. Keep current on government and safety regulations concerning the safe handling of firearms and related equipment.
5. Resolve complaints related to the Shooting Sports Program. Those complaints which are not resolved are referred to the County 4-H staff, who will follow the [ANR Conflict Resolution Process](#) and as needed for technical program questions, consult with the State 4-H Shooting Sport Coordinator.
6. Administer an approved Risk Management Program within established guidelines.
7. Plan and formulate policies and procedures for the efficient operation of the 4-H Shooting Sports Program in coordination with other discipline leaders and the County 4-H staff or his/her designate.
8. Ensure two adults are present at all meetings.
9. Assist with enrollment and interpret the project to potential members.
10. Involve experienced junior/teen leaders in teaching.
11. Encourage parents/guardians to provide appropriate project support at home.
12. Plan a sequence of learning experiences so that the project appeals to beginners and more advanced learners.
13. Work with members with regard to records, demonstrations, exhibits or other project-related activities.
14. Provide recognition for the accomplishments of each member.
15. Participate in project volunteer training offered by county, section or state.

Relationships

The 4-H YDP project adult volunteer accomplishes tasks by working with:

1. Members enrolled in the project.
2. Parents/guardians of members enrolled in the project.
3. Experienced junior/teen leaders and/or resource persons from the community.
4. The leadership team of the unit.
5. The county 4-H YDP staff and/or county project volunteer.





Time Required

The 4-H YDP project adult volunteer allows sufficient time for:

1. Project meetings planned by the group (minimum six hours of project instruction).
2. Special project activities, home visits, tours, achievement day, county fair, etc. Attendance at training sessions.
3. Organizing and planning with the unit leadership team.

Resources Available

The 4-H YDP project adult volunteer will receive:

1. Support and assistance from experienced project members.
2. Support and assistance from retiring project volunteers, county project volunteers or county 4-H YDP staff.
3. Support and assistance from parents/guardians of project members and from the unit leadership team.
4. County or area project training sessions.
5. Members' manuals, leaders' guides and other printed and audiovisual materials from Cooperative Extension and other sources.

Rewards

The 4-H YDP project volunteer may experience the:

1. Satisfaction of watching youth learn and grow.
2. Respect and friendship of project members and junior/teen leaders.
3. Respect and gratitude of parents/guardians and community.
4. Recognition of accomplishments by unit and county.
5. Opportunity for continued personal growth and learning.
6. Opportunity for increasingly responsible leadership roles.
7. Out-of-pocket expenses may be deductible from income tax.

Length of Commitment

1. One year, reviewed annually

Signature of Volunteer

Date

Signature of 4-H Organizational Unit Volunteer

Date

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