



## California State 4-H Interview Contest

[https://ucanr.edu/sites/sfd/Competitions/Interview\\_Contest/](https://ucanr.edu/sites/sfd/Competitions/Interview_Contest/)

### 2024 Junior Category Job Description

#### **Pets on the Move Animal Services**

**123 Main Street**

**Clover City, CA 91234**

**Position:** Dog Walker

**Position Overview:** Pets on the Move Animal Services is looking for a dog walker to walk clients' dogs for the required time, give water during and after walks, clean and properly dispose of animal waste, observe general animal health, and report any problems to the manager. We focus on working as a team and providing excellent customer service to maintain our relationships with customers and fellow employees.

#### **Essential Job Functions**

- Be on time to pick up dogs for their walk.
- Manage supplies needed, such as, leash, water, waste bags, and approved treats.
- Keep records of walk.
- Observe animal health and report to manager.
- Care for the health and well-being of the dogs.

#### **Other Necessary Skills**

- Self-responsibility
- Keeping records
- Social skills and nurturing relationships
- Planning and organizing

**Eligibility:** 4-H Junior category

**Bring:** Cover letter and Résumé for this position





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### 2024 Junior Category Job Description

**Green Heart Recycling Company**  
123 Main Street  
Clover City, CA 91234

**Position:** Recycling Assistant

**Position Overview:** Green Heart Recycling is seeking an enthusiastic youth to help staff teach others what is recyclable. The assistant will help set up educational materials and assist with the children's activities at community fairs and events. They will also be able to assist in community clean ups. The assistant should keep records of events and work well with other staff members.

#### Essential Job Functions

- Work with a team to promote recycling
- Attend community events to promote recycling
- Provide records of events
- Work with other community groups to volunteer for clean ups
- Promote volunteering in the community

#### Other Necessary Skills

- Teamwork
- Planning and organization
- Keeping records
- Community service volunteering

**Eligibility:** 4-H Junior category

**Bring:** Cover letter and Résumé for this position





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### 2024 Junior Category Job Description

**Heartland Elementary School**  
**123 Main Street**  
**Clover City, CA 91234**

**Position:** Lost & Found Assistant

**Position Overview:** Heartland Elementary School is looking for a youth to create and monitor the school lost and found box. The assistant will decorate a lost and found box that will be kept in the school office. They will make a flyer to announce where the box is located and post it by each classroom door, the cafeteria, and the gym. They will monitor the box frequently and keep a list of the items that are turned in. This list will be submitted to the school secretary and to the school newspaper for publication so owners and their items can be reunited. The assistant will also make classroom announcements about the importance of honesty and turning in found objects.

#### Essential Job Functions

- Decorate the Lost and Found box
- Make flyers and announcements about the box and box location
- Keep records of items
- Make classroom announcements to encourage the use of the box
- Work with the office secretary and the school newspaper

#### Other Necessary Skills

- Self-responsibility
- Keeping records
- Communication
- Planning and organization
- Honesty

**Eligibility:** 4-H Junior category

**Bring:** Cover letter and Résumé for this position

