



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



The San Benito County 4-H Program seeks interested appointed leaders and 9<sup>th</sup>-12<sup>th</sup> grade members to serve on the committees listed below for the **2017-18** 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

**Committees marked with a double asterisk\*\* require one senior member or adult volunteer participant from each club.**

Please return form to the 4-H office no later than **February 24<sup>th</sup>**

Youth Member     Adult Volunteer

Name: \_\_\_\_\_ Club: \_\_\_\_\_

Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

<i>Committee</i>	<i>Willing to be a Member</i>	<i>Willing to Chair /Co-chair</i>
1. Travel/Transportation and Conferences		
2. Expansion and Review		
3. Fair Liaison Committee		
4. Fashion Revue		
5. <b>**Incentives &amp; Recognition**</b> Subcommittee: Scholarship and Bank-On-US		
6. <b>**Pancake Breakfast**</b>		
7. Presentation Day (County)		
8. <b>**Record Book**</b>		
9. Sunrise Breakfast		
10. Youth Development Center/4-H Farm		

### **Committee Descriptions:**

**TRAVEL/Transportation and Conferences:** Asses 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. Organize and offer event specific orientations to review member and youth in securing transportation needs. Organize and offer event specific orientations to review member code of conduct, dress code and travel logistic for conferences such as State Leadership Conference, Leadership Conferences of Regional Teens.

**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.

**FAIR LIAISON COMMITTEE:** Responsible including working with the San Benito County Fair in the Livestock area as well as organizing the Youth Exhibits Building. Responsibilities include organizing the improvements during the fair. \*This Committee is a combination of the Animal Science/Fair Livestock and Youth Department.

**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 County Presentation Day.

**INCENTIVES & RECOGNITION:** Responsibilities include overseeing award-related activities.

**RECORD BOOK:** Responsibilities include handling 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).

**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 Program Representative, Julie Katawicz at 831-637-5346 x 13, [jkatawicz@ucanr.edu](mailto:jkatawicz@ucanr.edu).