

Volunteer Position Description

Kentucky Agriculture & Natural Resources Program
Cooperative Extension Service
University of Kentucky

POSITION TITLE:

Agriculture & Natural Resources Volunteer Leader

TIME REQUIRED:

- Volunteer service will be provided as needed and requested by the ANR Agent
- One year (July 1 - June 30)
- Meeting dates, times, location, and frequency are flexible based on the program, event, and educational opportunity

LOCATION:

Meetings may be held at the Extension office, a farm, or at another location or meeting place that is convenient and accessible for the program, group, event, or activity. Planning and preparation may be done at the Extension Office or at the volunteer leader's home.

GENERAL PURPOSE:

Assist the ANR Agent in planning, preparing, and delivering a program, event, or activity. Volunteer leaders will receive knowledge, information, and delivery skills related to Agriculture & Natural Resources that will improve the quality of life for them and their families.

SPECIFIC RESPONSIBILITIES:

- Work with the ANR agent to coordinate programs, meetings, events, tours, and activities
- Assist in conducting educational or research projects, programs, events, meetings, or activities
- Provide leadership to ANR clientele when applicable
- The volunteer leader will be committed to helping clientele and producers be productive citizens by making a positive contribution to their farm, business, family, school, or community
- Work with the ANR agent and assist with the evaluation process as requested
- Follow all policies of the University of Kentucky Cooperative Extension Service

QUALIFICATIONS:

- Applicants must complete the volunteer application and screening process in the appropriate category level.
- Provide their own transportation to programs, meetings, events, and activities
- Self-starter; Must be able to work with minimal supervision from professional staff
- Effective communication skills with Extension Staff, volunteers, and program participants.
- A sincere interest in working with Extension staff, producers, volunteers, parents, and youth
- Organizational skills; ability to organize information and materials in a timely manner

BENEFITS:

- The opportunity to work with producers, clientele, youth adults, providing positive learning, support, and growth experiences
- Receive intrinsic and extrinsic rewards at volunteer recognition events
- Volunteer development opportunities
- Opportunities to share your interests, skills, talents, and interests
- Orientation provided by Extension staff
- Research shows that volunteering promotes improved health
- Opportunity to make a difference in the community
- Use office supplies and materials
- Extension professionals will be available for consultation

SALARY:

Unsalaries; volunteer. This position does not imply employment with the University of Kentucky.

SUPERVISOR: (County Extension Agent responsible and accountable for this position)

Name:

Title:

Address:

Phone:

e-mail:

"I have read, understand, and agree to fulfill the purpose and responsibilities of this volunteer position and further agree to accept guidance and direction from the supervisor. I am committing to involve individuals regardless of race, color, age, sex, religion, disability, or national origin in educational experiences in cooperation with other Extension volunteers and Extension personnel. I also understand that failure to fulfill the purpose and responsibilities of the volunteer position and to accept guidance and direction from the supervisor could result in suspension of my position. I also understand that this volunteer position is renewable annually; I will notify the supervising professional if I am no longer interested in serving."

SIGNATURES:

Signature of volunteer

Date

Signature of supervisor

Date

**Cooperative
Extension Service**

Agriculture and Natural Resources
Family and Consumer Sciences
4-H Youth Development
Community and Economic Development

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University of Kentucky, Kentucky State University, U.S. Department of Agriculture, and Kentucky Counties, Cooperating.
Lexington, KY 40506



Disabilities
accommodated
with prior notification.