

Volunteer Leader and Extension Agent Responsibilities 4-H Roundup & State All Star Conference July 21—25, 2008

- HAVE FUN!
- Model behavior that is appropriate for 4-H members. If it is asked of them, you should follow the same rules.
- Be respectful - as you would want delegates to be respectful to you.
- You are responsible for delegates attending this event (dress, general conduct, crowd control, being on time, participation in activities, safety, etc.)
- Be fair in treatment and do not show favoritism to a child or group.
- Speak to delegates in positive terms.
- Talk to the delegates, ask about their involvement in 4-H. We have some *awesome* teens—get to know them.
- Review *Roundup Guidelines* and *Misconduct Management Guidelines*.
- Behavior problems should be addressed by regional staff.
- Study the program. Be present for **ALL** sessions to participate and assist with the program (including free time, etc.)
- Study the *volunteer assignment sheets*. Arrive at your designated post 15—20 minutes earlier than the time listed for the event to start. Assist with crowd control in general. If you have questions, ask Carmen G. Burgos (974-2128).
- Make sure that the 4-H members are up and out of their rooms each morning and in at the designated hour each night.
- **Living Groups:**
 - Conduct living group meetings each night.
 - Study the living group packet so you are prepared for meeting.
 - Complete and return evaluation forms each night.
 - If your group would like pizza, take orders each night and turn in request
- Impress upon members that they will have contact with many of the UT faculty and administrators while on campus. In order for them to leave these individuals with the right impression, it is highly important that the delegates exhibit behavior appropriate of 4-H members.
- Chaperone both on and off campus trips and on bus rides to and from activities. An adult should be on every bus, every time.
- Enjoy the good company, share ideas with other agents and volunteers from other counties and regions.
- HAVE FUN!....