

County Extension Educator: 4-H YOUTH DEVELOPMENT General Job Description



Ohio 4-H Youth Development Mission: Ohio 4-H Youth Development creates positive environments for culturally diverse youth and adults to reach their fullest potential as capable, competent, caring, and contributing citizens. Our “positive 4-H environments” provide youth the opportunity to: work with caring adults; be a part of a welcoming environment; achieve mastery in a selected area; value and practice service; be in a safe environment; gain self-determination; be engaged in learning; see themselves as an active participant in the future.

JOB DESCRIPTION AND RESPONSIBILITIES: The 4-H Youth Development Educator provides dynamic overall leadership to a comprehensive positive youth development program by involving local youth in clubs, camps, after school programs, cloverbuds, in-school programs, and a variety of older youth opportunities. The 4-H Educator works collaboratively with volunteers, staff, and local stakeholders to develop and implement programs that meet the needs and interests of young people. Furthermore, these programs provide young people with the opportunities to gain specific subject matter knowledge and build their leadership, citizenship, and other life skills. The 4-H Educator will accomplish this through effective leadership that includes the following specific responsibilities. They include:

- Implement and support a comprehensive volunteer system through identification, selection, orientation, training, utilizing, recognizing, and evaluating of adult and youth volunteers to support local 4-H delivery methods (e.g., community clubs, after-school clubs, camps, school enrichment, etc.).
- Provide leadership to the development and support of a 4-H volunteer advisory committee and other related volunteer committees that develop and enhance the educational experience of 4-H youth within the various delivery methods.
- Provide orientation and training for volunteers that will enhance their ability to (1) develop and implement experientially-based experiences for 4-H members within a variety of delivery methods and (2) build youth development knowledge and skills with volunteers and youth.
- Work with volunteers and staff to plan and conduct county and regional educational events (e.g. evaluation days, speaking contests, livestock quality assurance, etc.) to increase 4-H members’ subject matter knowledge & skills and build their leadership, citizenship, & life skills.
- Design and implement a resident and/or day camp program in collaboration with teen camp counselors and adult staff.
- Create and support strategies to engage teens. Plan and implement leadership and citizenship opportunities that target this population (e.g. teen leadership clubs, youth boards, camp counselors, junior fair board, CARTEENS, etc.).
- Serve as a consultant to the county fair board in organizing and conducting the junior fair and by assisting with junior fair programs and activities.
- Actively work to diversify program participation consistent with OSU Extension’s AA/EEO policies and procedures.
- Provide expertise in the development, enhancement, and support for statewide Extension and 4-H programming, including active participation in a state 4-H priority area team.
- Maintain and expand resources through grants, gifts, sponsorships and in-kind support.
- Conduct annual evaluations or impact studies on selected aspects of the local 4-H programming efforts to include as a part of the OSU Extension Unified Reporting System.
- Serve as a community source for youth development and volunteer expertise, including 4-H philosophy and procedures, related to implementing a positive youth development program and in addressing community needs requiring a multi-programmatic approach.
- Enhance program development through collaborative relationships with community-based youth agencies/organizations.
- Promote OSU Extension and 4-H Youth Development with local 4-H families, volunteers elected officials, and other community partners through newsletters, websites, press releases, etc.
- Develop and utilize an area of specialization consistent with the local needs, personal expertise, and 4-H Youth Development programming needs.
- Up to 10% of professional time is to be dedicated to statewide issues.

QUALIFICATIONS: An earned Master’s degree is required. Preference will be given to candidates with a degree in Youth Development or other educationally-related area (examples are: Communications, Family Relations and Human Development, Recreation, Sociology, Psychology, Education including Agriculture, Extension, Elementary, Secondary, Family and Consumer Sciences and Physical). Volunteer administration experience as well as program development skills are needed. The successful candidate must be able to utilize a variety of teaching methods that include role play, lecture, interactive discussion, and demonstration. Previous experience in 4-H, other youth development organizations, or similar experiences and a demonstrated ability to work collaboratively with adults and youth are necessary. The successful individual will have strong written and oral communication skills and experience in working with diverse clientele and organizations. Candidates must be willing to work flexible hours including evening and weekend, have effective time management, organization and prioritizing skills, and be able to work with minimum supervision. The successful candidate will be asked to complete and submit a fingerprint criminal background check and a DMA (Declaration of Material Assistance) form before their start date.