



## Iowa Adult Chaperone Position Description

**When:** June 14-22, 2019  
**Chaperone Cost:** Chaperones registration fee is \$850, split into two payments of \$425. Payments will be due March 1 and April 15, 2019. Conference Registration Services will send invoices to those selected as chaperones.

### Expectations of Chaperones:

- Serve as a role model for delegates and work with delegates to ensure a positive learning experience.
- Complete pre-trip orientation and/or communications in a timely manner.
- Supervise youth delegates on the bus and on field trips as needed during the trip, including help program staff and trip coordinator move the group efficiently and keep track of delegates.
- Enforce the rules, code of conduct, and CWF dress code with teens and with fellow chaperones.
- Monitor health of assigned delegates and keep trip coordinator informed of needs throughout week.
- Participate in all activities with the group. Adults will remain with the delegation at all times.
- Assist the Trip Coordinator with program and logistical support as needed. Be able to work cooperatively with fellow chaperones.
- Encourage delegates to continue thinking about ways to use the CWF experience and information to strengthen 4-H programs back home.
- Abstain from tobacco use while in the presence of participants, at the 4-H Center, on the bus, and on organized excursions. Alcohol use is not allowed at any time during the trip.

### What are the criteria for selection?

- Adult chaperones must be 21 years of age or older.
- Complete CWF Chaperone Application by deadline and be available for an interview with staff.
- Successful completion of volunteer background check.
- Motivation: An applicant's first and foremost reason for applying must be motivated by a genuine desire to assist the group, attending to the group's welfare and education, not for a vacation or to experience their teen's program. (Adult will not be assigned their own child for supervision unless a special accommodation is documented.)
- Experience: An applicant must have previous experience chaperoning local, county, district, or state programs (overnight or extended experience preferred), whether for 4-H, school, or other youth.
- Interpersonal communication: Chaperones must be team players who work together, look for the positive, and support final decisions made by CWF Coordinator.
- Sense of humor! A vital part of 4-H programs is having fun, both for youth and adults.
- Good health and ability to withstand physical and mental rigors associated with the program:
  - ✓ Much movement on hard surfaces, sometimes uneven ground (grass, pebbled walkways, loose gravel, etc.). Past trips have included a cumulative 30-40 miles of walking throughout the week.
  - ✓ Possible luggage handling.
  - ✓ Sharing a sleeping room (sleep deficit is common).
  - ✓ Long periods of riding on a charter bus.
  - ✓ Handling a variety of weather conditions, possible high temperatures with humidity or rain.

### Trip Coordinator Contact Information

Gail Castillo – CWF Coordinator  
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