



BREMER COUNTY ISU EXTENSION AND OUTREACH

Livestock Committee Member

VOLUNTEER JOB DESCRIPTION

VOLUNTEER POSITION: Livestock Committee Member

QUALIFICATIONS/SKILLS:

1. Strong ability to work in a team environment.
2. Knowledge of species and previous experience working with youth and 4-H program.
3. Computer literacy required (E-mail and Microsoft Office Products, Excel, Fair Entry). If you are not familiar with these programs seek out assistance from another committee member.
4. Ability to successfully pass a criminal background and motor vehicle check.
5. Ability to support the Livestock Superintendent.
6. Problem solving skills, organizational skills, and multiple task capabilities.
7. Ability to complete scheduled tasks on time.
8. Effectively communicate with all age groups.

PRIMARY RESPONSIBILITY:

To carry out the day-to-day needs of the Bremer County 4-H Livestock Committee so it may meet the educational, mentor and show needs of our 4-Her's and their families.

PRIMARY DUTIES:

- Maintain relationships with fellow committee members and superintendent, 4-H members, leaders, Extension staff and the public.
- Work as a team to organize the 4-H show and barn (if applicable) at the Bremer County Fair. This may require your assistance in the barn at various times, assist with weigh-in, help with the show, help with load out and help with clean up after the fair.
- Work with the superintendent to insure that necessary materials and supplies (trophies and ribbons) are coordinated with Extension staff.
- Attend pre and post fair meetings to determine job assignments for yourself and other committee members.
- Assist with other 4-H and youth activities such as clinics throughout the year. Staff would like to see at least one educational clinic per species each year, for teaching good practices.
- All livestock committee members must wear committee t-shirts, provided by the Extension office, at all weigh-ins, clinics, and on duty when it is practical. Alternate garments are allowed if wearing Committee Name tag.

Bremer County



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Extension and Outreach

- Work with the Extension staff to insure a successful show.
- Become familiar and follow through with the Livestock Book rules and regulations, contributing adjustments and edits that need to be made. *County Youth Coordinator has the final say to all changes.
- Adhere to the rules and regulations of the Volunteer Code of Ethics and Volunteer Handbook.
- Any other related duties deemed necessary by the Bremer County Extension County Youth Coordinator.
- Work cooperatively with the Livestock Superintendent, Bremer County Youth Advisory Committee, Bremer County Extension Council, Bremer County Fair board, and other key groups in the community.
- Represent Iowa State University Extension and Outreach and Bremer County 4-H in a positive manner and serve as a positive role model in the community and to the youth of Bremer County.

REPORTING OF ACTIVITIES:

- Committee members will report to the Livestock Superintendent who in turn will report to Extension staff - County Youth Coordinator.
- Develop with your committee and submit a post fair summary which addresses what worked and what needs improvement.

Service:

- Committee members are asked to re-commit each year. It is not necessary to fill out another application just let the County Youth Coordinator know you wish to continue serving on the committee.
- Background checks and driving record checks must be completed every 3 year.

Livestock Area

Volunteer Signature

Date

Email

Phone:

Address

Please Print

County Youth Coordinator Signature

Date

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