

Detailed Program Responsibilities



4-H Youth Development Extension Agent

Johnson County Extension is recruiting a 4-H Youth Development Extension Agent whose responsibilities may include:

Administration

- Program Development Committee
- Co-Supervise a School Enrichment Coordinator (part-time employee)
- Co-Supervise a 4-H Program Manager (full-time employee)
- Co-Supervise 4-H Volunteer structure
- Program budget/financial

Market 4-H Youth Program

- Newsletter/Promotional Materials
- Media Opportunities
- Web Content
- Social Media
- National 4-H Week

Community Club Management

- 17 Community Clubs
- Online database co-management
- 4-H Council
- 4-H Days (County and Regional)
- Officer Training
- Club Visits
- 4-H Ambassadors
- Achievement Celebration
- Project Support
- New Family Orientation

County Summer Showcase - Fair

- Recruit Judges
- Fair Superintendents
- Mr. & Miss 4-H
- Fair Awards/Recognition
- Food Stand
- Livestock/Project Auction support
- Monthly fair board meetings

Program Outreach and Expansion

- School Enrichment and Community Programs
- Short term 4-H youth development experiences
- Marketing Plan
- Camps – day and residential
- Out of School Programs

State, Regional or National Events/Showcases

- State Fair
- Citizenship in Action
- Discovery Days
- Kansas Youth Leadership Forum

Revenue Generation

- Kansas 4-H Foundation/National 4-H
- Grant- writing and administration
- Johnson County Extension Education Foundation

Livestock Program Management

- Countywide livestock program
- State Fair and KJLS Nominations
- Coordination of YQCA Training
- Coordination of the EID Tagging process
- Other Agriculture and Animal Science Educational Opportunities

Volunteer Management

- Volunteer Leadership Development
- Club Leader Training/Support
- Project Leader Training/Support
- Volunteer Recruitment
- Volunteer Training and Screening Process

Apply online using our [application site](#).
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