



**Nevada County 4-H Youth Development Program
Leaders Council Vice-President
Position Description**

General Description

The purpose of the Leaders Council is to actively involve local volunteers in developing, conducting, and evaluating the local 4-H program. The Leaders Council Vice- President provides leadership and coordinates the 4-H Leaders Council for the Nevada County 4-H Youth Development Program (YDP). To enhance the success of Council, the Vice-President is responsible for working closely with the other officers and the 4-H YDP staff.

Specific Duties

- It shall be the duty of the Vice-President to preside at all meetings in the absence of the President and to succeed to the office of President if that office should become vacant between elections
- The Vice-President may serve as Chairman of 4-H Council Program Committees if so named by the President and have signature authority on the 4-H Council checking account and savings account
- Commitment to communicate with 4-H YDP staff, officers, and committees, in a timely fashion
- Attend monthly Executive Committee meetings and Leaders Council meetings (No meetings in August, December, and June)
- As a member of the Council Executive Board, help prepare the annual Council budget
- Support the vision, mission, and values of the 4-H YDP and work in compliance with UC/4-H program priorities and policies

Relationships

The Council Vice-President is responsible to the 4-H Program Representative, the 4-H Advisor (position currently not filled), and the County Director. The Vice-



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President cooperates with the other Council officers, Council committees, as well as other adult volunteers, members, and participants in the 4-H YDP.

Time Involved

The time needed to do the job varies throughout the year. It is estimated that on average 5 - 8 hours per month throughout the year would be required to do this job well. The term of service is two years.

Benefits

- Learn new skills and strengthen job skills
- Resume building
- Grow personally and professionally
- Feel the rewards of sharing your skills, knowledge, and time
- Positively contribute to the youth and families of Nevada County

Term of Appointment

The Vice-President shall serve a two-year term and is elected by vote of the Council.