



ADULT CHAPERONE POSITION DESCRIPTION

Idaho 4-H State Teen Association Convention

PURPOSE:

The Adult Chaperone works in partnership with University of Idaho Faculty/Staff and event planning team who develop and deliver activities for the program. The chaperone is responsible for the safety and well-being of participating youth.

WHO:

County Extension Faculty, Staff and Adult 4-H Volunteers.

QUALIFICATIONS:

- Must be 21 years old and a certified 4-H volunteer.
- Have an interest in interacting with 4-H members and willing to give guidance and support to 4-H members while attending the event.
- Strong communication and interpersonal skills
- Basic organizational skills
- Available to ride the bus to/from with the delegation during the designated days and times.

RESPONSIBLE TO:

The University of Idaho Professional Staff and/or 4-H County Professional Staff.

RESPONSIBILITIES:

- Work cooperatively with other chaperones, 4-H Youth Development Professionals and College Staff (if applicable) to make the conference a meaningful experience for the youth. Chaperones will meet and interact with youth participants to ensure **all** participants' safety and well-being and to encourage the most appropriate behavior.
- Be familiar with event policies, 4-H policies and procedures, regulations and daily schedule. Enforce them as necessary. Seek State 4-H Youth Development office assistance as necessary.
- Serve as the primary adult responsible for assigned youth in your group.
- Assist other chaperones with supervision and in implementing the program.
- Attend events as appropriate and carry out all assigned duties.
- Serve as a positive role model for youth.
- Work collaboratively with 4-H professionals to manage conflict in a positive manner.
- Help with additional jobs and duties as needed.

SUPPORT:

- Orientation will be provided via video conference within one to two weeks prior to conference. A face to face orientation will be held the first day of conference to review conference duties and responsibilities and to assist with questions/concerns.
- Additional support, training and materials will be provided upon request by University of Idaho 4-H Youth Development.

BENEFITS:

- Opportunity to interact with youth and share in their growth and development. Opportunity to broaden your knowledge base and experiences.
- **Registration fees for Idaho 4-H State Teen Association Convention chaperones is \$150.00.** Some scholarship funding is available through county, district and state offices, please contact your county extension office for more information.