

Burke County 4-H 2021-2022 Senior Board Officer Application

Name: _____ Grade: _____ Years in 4-H: _____

E-Mail: _____ (This is what you will receive correspondence from the 4-H Office)

List any offices held in 4-H or other organizations, the year you served, and any offices you will hold during this school year.

Please rank the offices in the order you would like to be considered for (description of offices on back):

President _____ Vice President _____ Secretary _____ Reporter _____

Why would you make a good candidate for a 4-H officer?

What do you plan to accomplish if elected?

What do you see for the future of Burke County 4-H?

Read, check, and sign the following statement:

As an officer, I understand I will be required to:

- Attend all 4-H meetings that I can***
- Attend an Officer Planning Retreat – Date TBA (Summer 2021)***
- Become teen leader certified (if not already certified)***
- Participate in Project Achievement on February 11-13, 2022***
- Participate in at least one judging team and local event/fundraiser***

Applicant Signature

Date

Parent/ Guardian Signature

Date

Applications due by 5:00 PM on Friday, April 30th

715 W. 6th Street, P.O. Box 300 Waynesboro, GA 30830

Phone: 706-554-2119, Fax: 706-554-6482, Email: mfranks@uga.edu

Officer Responsibilities

President

The President helps everyone in the club work together and is the main motivator of the club. The President's responsibilities include:

- Presiding over each monthly club meeting and the annual awards program
- Working closely with the other officers to make sure that all deadlines are met and everyone is prepared for the meeting
- Meet regularly with the 4-H staff to share ideas and plan future events/meetings
- Plan and promote *National 4-H Week* with the 4-H staff
- Spread awareness about 4-H with other Senior 4-H'ers

Vice President

The Vice President's responsibilities include:

- Presiding over the meeting in the absence of the President
- Selecting and sharing a Thought of the Day during the meeting. This could be a good quote or inspirational story.
- Leading everyone in the American Pledge and 4-H Pledge during meetings and the annual awards banquet
- Maintaining order in meetings similar to a Parliamentarian
- Help plan the *Junior/Senior Christmas Party* with the 4-H staff
- Plan and promote National 4-H Week with the 4-H staff
- Spread awareness about 4-H with other Senior 4-H'ers

Secretary

The Secretary's responsibilities include:

- Taking attendance at each meeting
- Keep a record of the minutes during the meeting. The secretary will read the minutes from the previous month at the meeting.
- Writing articles for the newspaper about 4-H events and judging teams
- Plan and promote National 4-H Week Newspaper Spread with the 4-H staff
- Spread awareness about 4-H with other Senior 4-H'ers

Reporter

The Reporter's responsibilities will include:

- Giving reports each meeting on the activities that happened during the previous month
- Promoting the club meetings and other 4-H activities and events
- Creating and updating the monthly newsletters with the help of the 4-H staff
- Writing articles for the newspaper about 4-H events and judging teams
- Spread awareness about 4-H with other Senior 4-H'ers

All applicants must be in the 9th - 12th grade for the **2021-2022 school year

All applicants will be interviewed by 4-H staff *prior* to announcement of new officers.
Officers will be notified at the 4-H Banquet tentatively scheduled for May 2021.

Want to complete the form online?
Check out the QR Code →

