

- Attend daily check-in meetings with Collegiate Facilitators.
- Attend Collegiate Facilitator debrief meeting.
- Attend Youth Perspective Briefing and rehearsals.
- Help build positive relationships with assigned roundtable adult chaperones.
- Act as a back-up for Collegiate Facilitators for roundtable sessions, in case of an emergency.
- Assist in compiling all Collegiate Facilitator trainings, lesson plans, Youth Perspective Briefing presentations and other related documents for record-keeping purposes.

Qualifications and Skills:

- Must be 18 to 25 years old at time of application and enrolled as a student at a college or university.
- Must be enrolled as a 4-H adult volunteer through a local Land-grant University. prior to interacting with youth participants.
- Must have leadership, public speaking and team-building experience.
- Must have facilitation and team-building experience.
- Must be professional, organized, able to lead a team of approximately 19 college students and able to serve as a back-up in leading team of up to 15-20 high school students in a roundtable group.
- Preference will be given to those who have attended the National 4-H Conference in the past and have served as a Collegiate Facilitator at one or more past Conferences.
- **NOTE** – It is preferred that a college student only serve one year as a Lead Collegiate Facilitator to maximize National leadership opportunities for other interested college students.

Background/Reference Check Required: Yes

D. Youth Leadership Team (YLT)

Online or In-Person: Both

Dates: December 2025 to TBD 2026

Required Days: Each spring, the National 4-H Conference is the flagship youth development opportunity of USDA, hosted by the National Institute of Food and Agriculture (NIFA). Our team is currently finalizing details related to 2026 National 4-H Conference. Unfortunately, we do not have the expected dates at this time. We can share the official announcement with you as soon as it's available.

USDA is an equal opportunity provider, employer and lender. July 2025

Hours Available in a Week: 2 hours/week December-April, 40 hours/week on site at the National 4-H Conference

Housing/Amenities: See section [Expense Information](#)

Training Required: Orientation

Description: The Youth Leadership Team (YLT) plays a key role in helping to create a sense of community at the Conference; amplifying youth voices into planning and implementing activities; and encouraging young people to turn their ideas into action. YLT members will directly work with the YLT Adult Advisors and USDA NIFA staff in accomplishing their tasks. The Conference's success requires YLT members who are friendly, knowledgeable, task-oriented, results-driven, energetic, detail-oriented, able to see the big picture, able to work individually with minimal supervision, resourceful, dependable, flexible and team-oriented.

YLT members are expected to participate throughout the National 4-H Conference as a Youth Leadership Team member and not as a youth delegate representing their Land-grant University. YLT Adult Advisors will serve as chaperones for the YLT group. YLT members are expected to arrive one day prior to the start of Conference. This means they may or may not be able to travel with their Land-grant University's chaperones and delegation. If the YLT member needs to travel alone to Arlington, Virginia, they will be connected with the YLT Adult Advisors immediately on arrival.

Duties:

Prior to Conference

- Review National 4-H Conference Delegate Handbook.
- Attend virtual USDA NIFA National 4-H Conference planning meetings as requested.
- Attend virtual YLT planning and training meetings.
- Work as a team to provide youth voice in all aspects of National 4-H Conference.
- Plan and implement activities that engage delegates and promote a safe environment.
- Work in partnership with USDA NIFA staff in selecting a Conference theme.
- Assist USDA NIFA staff in suggesting and/or selecting roundtable topics, workshop topics, Conference evening activities, guest speakers and more as requested.
- Plan, write and rehearse scripts for National 4-H Conference assemblies and delegate icebreaker activities.

USDA is an equal opportunity provider, employer and lender. July 2025

- Arrive at the hotel in the Washington, D.C., area one day prior to the Conference for preparation and meeting rooms set-up.

During Conference

- Abide by policies and procedures outlined in the National 4-H Conference Delegate Handbook.
- Welcome National 4-H Conference delegates as they arrive in Arlington, Virginia.
- Attend and engage in all the National 4-H Conference events and activities.
- Support USDA NIFA staff with the registration process and hotel check-in for delegations.
- Introduce speakers, make announcements and facilitate icebreaker activities on stage to an audience of 500 Conference participants.
- Attend all assembly rehearsals and come prepared by rehearsing scripts in advance.
- Support speakers on-site, including greeting speakers when they arrive, assisting with handouts and/or other materials and other tasks as requested.
- Support and promote the social media presence of the National 4-H Conference.
- Attend YLT daily check-in meetings.
- Attend and participate in the YLT debrief meeting.

Qualifications and Skills:

- Must be 15 to 19 years old at the time of the Conference.
- Must be enrolled in a 4-H Youth Development Program through a Land-grant University at the time of Conference application.
- Must have leadership, public speaking and team-building experience.
- Must be professional, organized and able to work with a team.
- Preference will be given to those who have attended the National 4-H Conference in the past.
- **NOTE** – A young person cannot serve on both the National 4-H Conference Youth Leadership Team (Washington, D.C.) and the National 4-H Congress Design Team (Atlanta, Georgia) to maximize National leadership opportunities for youth enrolled in the 4-H Program.

Background/Reference Check Required: No background check, yes reference check