

Summer Conference Chaperone Position Description

Position Title: Summer Conference Chaperone

Supervision: Responsible to the State 4-H staff member(s) working with the Summer Conference program and to the County 4-H Agent.

Purpose of Position: To serve as the primary adult responsible for the youth in your delegation, and to assist State 4-H staff in implementing the program (including chaperoning classes and events).

Benefits of the Position: Fun interacting with older 4-H youth; expand your knowledge; new leadership opportunities; increase your enthusiasm for the organization.

Major Duties:

- Serve as chaperone for all youth participants at all times
- Ensure the health and safety of all participants
- Assist county delegation with check-in at OSU
- Chaperone classes and events
- Dorm chaperone for your delegation at night
- Facilitate daily County Meetings
- Touch base with county participants at every meal

Other Duties:

- Serve as a positive role model
- Be familiar with risk management plans
- Provide guidance and care to delegates
- Enforce rules and behavioral expectations including dress code
- Help youth stay on task and respectful during classes and events
- Help solve problems the youth may experience
- Report accidents, problems, and/or successes to both the State and County staff
- Attend chaperone orientation meeting and daily chaperone meetings
- Provide transportation for delegates as needed or requested from county
- Possibly provide transportation to classes

Qualifications/requirements of the position:

- Must be age 21 or older
- Must be an approved 4-H volunteer (passed background check)
- Must be able to remain at event the entire time
- Must be able to manage unexpected situations with ease and with an open mind
- If driving, must have a valid Drivers License and automobile liability insurance if using own vehicle

Training: A meeting of all chaperones will be held the first day of the event. There will also be daily updates.

Expenses: Chaperones are required to pay a registration fee of \$125 if registered by June 1. After June 1, the full fee of \$200 is required. Counties often help with this cost.