

## **TEEN CONFERENCE CHAPERONE**

### **POSITION DESCRIPTION**

#### **WHO:**

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

#### **QUALIFICATIONS:**

Have an interest in interacting with 4-H members and willing to give guidance and support to 4-H members while attending the conference. Adult 4-H volunteers must be certified leaders.

#### **TIME COMMITMENT:**

Arrive with delegation before first assembly on Monday; depart with delegation after Friday morning's closing assembly.

#### **RESPONSIBLE TO:**

Teen Conference Advisor from the state 4-H Youth Development Office.

#### **RESPONSIBILITIES:**

- Work cooperatively with other chaperones, state 4-H Youth Development staff and College Staff to make the conference a meaningful experience for the delegates. Chaperones will meet, interact and befriend conference delegates to ensure **all** delegates' safety and well-being and to encourage the most appropriate behavior.
- Be familiar with conference policies, regulations and daily schedule. Enforce them as necessary.
- Responsible for assigned delegates from chaperone's Extension District.
- Responsible for discipline of assigned delegates. Seek State 4-H Youth Development office assistance as necessary. (See Teen Conference "Policies and Procedures.")
- Attend events as appropriate and carry out all assigned duties. The State 4-H Youth Development office will attempt to assign chaperones to their choice of events.

#### **SUPPORT:**

- Orientation materials will be sent to chaperones prior to the conference. Upon arrival chaperones will receive an assignment list outlining all adult duties. Chaperones must attend an orientation meeting, which may be held online prior to the conference.
- Chaperones will be housed in the dorm with the delegates in order to support and give guidance as needed.

#### **BENEFITS:**

- Opportunity to interact with teenagers and share in their growth and development. Opportunity to broaden your knowledge base and experiences.
- **Early-bird Registration fee for chaperones is \$175 if paid in full by April 15. Registration fee after April 15 is \$200.** Adult 4-H volunteers are eligible to apply for scholarships from the State 4-H Leaders' Association. Scholarship applications are posted on the Teen Conference web page and are due April 1.