



DOUGLAS COUNTY
COLORADO STATE UNIVERSITY
EXTENSION

Job Description for Douglas County 4-H Council President

The Douglas County 4-H Council President is a responsible leader who communicates well and is able to create enthusiasm within the council membership as well as the county membership.

Prerequisites for any President are that the member is:

- Enrolled in 4-H.
- Has been a member in good standing for at least 2 years in 4-H.
- Must be at least 14 years of age ("Senior" 4-H member) as of December 31 in the year of serving as an officer.
- Must have attended at least 2/3 of the council meetings during the previous year.

Duties of the President include, but are not limited to:

- Presiding over the 4-H Council meetings in a fair, tactful and orderly manner according to Roberts Rules of Order.
- Being an active part of a team that serves as an advisory for 4-H activities.
- Casting any necessary tie-breaking votes.
- Attend all meetings and other council functions.
- Serving on and attending all 4-H Foundation meetings during his/her term.
- Working with the 4-H Agent to create the Council Agenda.
- Making sure there are officers available for leading games at the Cloverbud Fun Night.
- Assisting the 4-H Office in recruiting members to help with various events.
- Communicating appropriately with council officers, leaders, and extension office.
- Attend and assist at Achievement Night.
- Promoting active participation of council members.
- Fully participating in and raising funds for the June Show.
- Lead officers in all preparations for Leadership Day.
- Attend and participate in Officer Retreat.
- Help council membership feel included, learn more about the 4-H program, and participate fully in council activities.