

2022 Senior Job Interview Contest

Public speaking is one of the most important life skills 4-Hers develop over their 4-H careers. Yep, that's right. You are developing career-based skills, and 4-H Club Day is one opportunity to develop and showcase these skills.

In 2022, Chase, Chautauqua, Coffey, Elk, Greenwood, Lyon and Morris counties will debut a Job Interview contest at their local club day for 4-Hers in the senior division ages 14-18. County winners will have the opportunity to compete at Regional 4-H Club Day.

Many of you may already have a cover letter and a resume put together for your project record book area screening requirement. With the cover letter and resume a new requirement for area and state, the Job Interview will give you another place to utilize the work you've already done (or encourage you to get these important career-based tools ready!). The guidelines and project specific work that is required for area record judging will be your guideline for preparing for this portion of the contest.

Page 10-11 and page 13 includes information on the cover letter and resume: <https://www.kansas4-h.org/resources/awards-and-recognition/docs/projectrecordsandawards/Master%20Guide%20to%20KS%204-H%20Project%20Recognition%20System.pdf>

Job Interview contest expectations:

- 4-Hers will present a prepared cover letter and resume following the state record keeping guide. You will be able to use the cover letter and resume that you already put together for the area screening (or this will help you get this step of career employment started).
- 4-Hers will be interviewed by a potential employer/boss or panel of interviewers
- The interview will focus on the Job Description provided (see attached). The same Job Description will be used at both your local and regional 4-H Club Day competitions
- Interviews will be timed and will last no longer than 20 minutes
- The 4-Her who is selected as the top candidate for the job at each county contest will earn the right to compete in the Job Interview at Regional 4-H Club Day March 26 in Madison, KS. One alternate can be selected to attend if the top candidate wishes not to compete.

Note:

This is a mock interview competition. The job description is one of a job that could be filled by a teen 4-Her in your community but is not currently in the budget. Please review the information and consider your skills/experience and how it would fit into your goals and future career opportunities. What you present and share for the interview must be factual and true to your personal 4-H experience.

Youth Volunteer Coordinator

Position Description and Responsibilities:

Your Extension County 4-H program is looking for a **Youth Volunteer Coordinator** to serve as a teen spokesperson and coordinator to help recruit and engage new volunteers to help lead project-specific learning opportunities for community youth ages 5-18.

- Work directly with your local Extension Office 4-H program to help identify and recruit new or first-time volunteers willing to serve program areas including:
 - Project-based learning experiences
 - Leadership
 - Civic engagement/community service
 - Judging and evaluation

- Promote volunteer opportunities within the 4-H program to the community
- Assist new 4-H Volunteers in designing, implementing, and delivering positive youth development programs to new and underserved audiences in the community
- Help maintain the registered “volunteer portfolio” to help ensure new volunteers receive support and regular contact with your local 4-H Extension Office/program leader
- Help identify areas where new volunteer leadership is needed. Some example volunteer descriptions include:
 - [Club Leader Position Description](#)
 - [Project Leader Position Description](#)
 - [Parents’ Committee Position](#)
 - [New Family Coordinator Position Description](#)
 - [Records Position Description](#)
 - [Public Speaking Position Description](#)
 - [The 4-H Project Exhibit: A Superintendent’s Role](#)

Qualifications:

- Open to current 4-Hers ages 14-18
- Evidence of strong 4-H participation and engagement in the community
- Willingness to learn more about positive youth development and the volunteer screening process
- Ability to communicate effectively, both orally and in writing, with individuals, groups and through mass media
- Must uphold strict confidentiality and professionalism with volunteers and data management

Expectations:

The Youth Volunteer Coordinator will work approximately 2 hours per week (10 hours per month) over a one-year period. Upon completion of 120 hours, the Youth Volunteer Coordinator will receive a \$250 scholarship.

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