



# Extension Homemaker Club Chairman

---

## **Volunteer Position Description**

Extension Homemaker Club Educational Chairman  
Cooperative Extension Service  
University of Kentucky

### **POSITION TITLE:**

Extension Homemaker Club Educational Chairman

### **TIME REQUIRED:**

- Terms for club chairman positions are designated by club's constitution and bylaws.
- Educational Chairmen are expected to attend regular club meetings
- Additional time as needed for implementation of chairman projects.

### **LOCATION:**

County Extension Office, virtual meetings, or community sites

### **GENERAL PURPOSE:**

Promote and facilitate chairman sponsored programs and projects from Kentucky Extension Homemakers Association (KEHA), area homemaker association, and plan and implement local programs and projects that fall under designated chairman responsibilities.

### **SPECIFIC RESPONSIBILITIES:**

- Obtain chairman specific training or training materials by attending KEHA meeting or visiting KEHA website ([keha.org](http://keha.org)). Contact State or Area chairman for specific questions.
- Attend regular club meetings and share state, area, and local program emphases and project information related to designated chairman.
- Promote and oversee KEHA related contests
- For more information, see KEHA website for complete state chairman position descriptions ([keha.org](http://keha.org))

### **QUALIFICATIONS:**

- Applicants must complete volunteer application and screening process
- Provide own transportation to meetings and activities
- Must be a member of KEHA

## BENEFITS:

- The opportunity to work with youth and/or adults, providing positive support and growth experiences
- Receive intrinsic and extrinsic rewards
- Research shows that volunteering promotes improved health
- Volunteer development opportunities
- Opportunities to share your skills, talents and interests
- Orientation provided by state KEHA chairman, area chairman, and FCS Agent
- Extension professionals will be available for consultation

## SALARY:

Unsalaries; volunteer. This position does not imply employment with the University of Kentucky.

## SUPERVISOR: (County Extension Agent responsible and accountable for this position)

Name:

Title:

Address:

City, State, Zip:

Phone:

Fax:

e-mail:

*"I have read, understand and agree to fulfill the purpose and responsibilities of this volunteer position and further agree to accept guidance and direction from the supervisor. I am committing to involve individuals regardless of race, color, age, sex, religion, disability or national origin in educational experiences in cooperation with other Extension volunteers and Extension personnel. I also understand that failure to fulfill the purpose and responsibilities of the volunteer position and to accept guidance and direction from the supervisor could result in suspension of my position. I also understand that this volunteer position is renewable annually; I will notify the supervising professional if I am no longer interested in serving."*

## SIGNATURES:

---

Signature of volunteer

Date

---

Signature of supervisor

Date

### Cooperative Extension Service

Agriculture and Natural Resources  
Family and Consumer Sciences  
4-H Youth Development  
Community and Economic Development

### MARTIN-GATTON COLLEGE OF AGRICULTURE, FOOD AND ENVIRONMENT

Educational programs of Kentucky Cooperative Extension serve all people regardless of economic or social status and will not discriminate on the basis of race, color, ethnic origin, national origin, creed, religion, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, age, veteran status, physical or mental disability or reprisal or retaliation for prior civil rights activity. Reasonable accommodation of disability may be available with prior notice. Program information may be made available in languages other than English. University of Kentucky, Kentucky State University, U.S. Department of Agriculture, and Kentucky Counties, Cooperating. Lexington, KY 40506



Disabilities  
accommodated  
with prior notification.