

# Extension Homemaker Club President

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## **Volunteer Position Description**

Extension Homemaker Club President  
Cooperative Extension Service  
University of Kentucky

## **POSITION TITLE:**

Extension Homemaker Club President

## **TIME REQUIRED:**

- Terms for club president are designated by club's constitution and bylaws.
- President is expected to conduct regular club meetings
- Additional time as needed for special called meetings, preparation for meetings, and implementation of homemaker projects and activities

## **LOCATION:**

County Extension Office, virtual meetings, or community sites

## **GENERAL PURPOSE:**

Unite the club and develop enthusiastic leadership with club and local Kentucky Extension Homemaker Association (KEHA) members. Demonstrate a willingness to assume responsibilities to further strengthen, develop, coordinate and extend adult education in Family and Consumer Sciences. Conduct and promote the work of the state and area organization.

## **SPECIFIC RESPONSIBILITIES:**

- Preside over Extension Homemaker business and special meetings for club.
- Work with club officers and chairmen for the benefit of the county organization
- Appoint all special and standing committees for club
- Attend county homemaker council meetings; represent club, and share county news with club members
- Make a report of club activities for county annual meeting and serve as voting delegate
- Promote KEHA and its related contests and activities
- For more information, see KEHA website for complete state president position description ([keha.org](http://keha.org))

## **QUALIFICATIONS:**

- Applicants must complete volunteer application and screening process
- Provide own transportation to meetings and activities
- Must be a KEHA member
- Recommended to have previously served as a club officer
- See club constitution and bylaws for additional guidelines

## BENEFITS:

- The opportunity to work with and lead 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 KEHA, area president, 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:

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Signature of volunteer

Date

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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

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