

# County Extension Homemaker Chairman

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## **Volunteer Position Description**

County Extension Homemaker Educational Chairman  
Cooperative Extension Service  
University of Kentucky

## **POSITION TITLE:**

County Extension Homemaker Educational Chairman

## **TIME REQUIRED:**

- Terms for County Chairman positions are designated by local council's constitution and bylaws.
- Educational Chairmen are expected to attend regular council 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), as well as 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 chairman for specific questions.
- Attend regular council meetings and share state 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
- Recommended to have served or be serving as officer or educational program chairman in a homemaker club

## 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 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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