

Conference Facilitator Job Description

Time Commitment

- One overnight training in January, Puyallup Extension Office
- One day early arrival to KYG, and participation in debrief following the close of the conference
- Availability for frequent email communication and occasional conference call

Must have:

- attended KYG at least one year
- show strong leadership ability as seen through your county office endorsement
- Be currently enrolled as a 4-H member in your county

What skills are we looking for in this role?

- Public speaking
- Enthusiasm and commitment toward the Know Your Government Conference
- Group management
- Strong facilitation skills
- Organization and lesson planning
- Problem solving abilities
- Ability to keep learning objectives in mind and conduct process evaluation
- Interpersonal and mediation skills
- Responsibility and follow-through
- Work well in youth-adult partnerships

Application Process:

Discuss this opportunity with your county office/4-H leader and family. This is a unique leadership role, and will require your commitment and follow-through. Complete the KYG Committee Application (2 pages) and return it to Jan Klein at the address below by **April 1, 2009**. Applications will be reviewed by April 30. Please contact Jan at the phone/email address below if you have any questions.

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