

Article III – Duties of County Officers

- Section 1 **President:** The president shall preside at all county 4-H Teen Leader meetings, shall appoint committees, be an ex-officio member of all committees, shall preside or assist with all special county 4-H meetings; and shall attend to such other duties as are necessary to carry out the 4-H program.
- Section 2 **Vice President:** The Vice President Shall act as president in the absence of the president; shall lead the 4-H ritual at county events; shall assist in conducting all special county 4-H events; shall promote 4-H and shall be in charge of National 4-H Week and assist the president with parliamentary procedure and assist in conducting officer training.
- Section 3 **Secretary:** The secretary shall:
1. Be responsible for all records of County 4-H Teen Leader meetings.
 2. Conduct correspondence for county 4-H Club.
 3. Keep a revised copy of the 4-H Club Constitution.
- Section 4 **Reporter:** The Reporter shall work with the 4-H Educators and Extension Office to report all county 4-H events to all county newspapers. It is recommended that the reporter send in interesting articles on special activities during the year. The reporter shall report to the district and state 4-H reporters.
- Section 5 **Recreation Leader:** The song/recreation leader shall lead group singing and recreation at all county Teen Leader meetings, county meetings and special events as needed.
- Section 6 **Historian/Photographer:** The Historian/Photographer shall be responsible for collecting newspaper articles, programs, pictures and other articles from 4-H events during the year to place in a scrapbook to highlight the events of the past 4-H year. The scrapbook will be kept on file at the Extension Office.
- Section 7 **Club Ambassador:** The club ambassadors shall represent their club at all Teen Leader meetings and shall serve as information leaders to get needed information about county events.
- Section 8 **Assignment of Responsibilities:** At the beginning of the year the officers shall plan the program for the year together and divide the responsibilities for the county events and activities.

Canadian County Officer Application



OSU EXTENSION
CANADIAN COUNTY
4-H YOUTH DEVELOPMENT

Name: _____

Grade in school (August 1): _____

4-H Age (August 1): _____

List 3 Offices for Candidacy:

1) _____

2) _____

3) _____

Past Leadership Positions held:

What 4-H leadership activities have you participated in which will help you to become a leader in Canadian County 4-H program?

What is your main 4-H project area and what are some related activities you have been involved in?

Why do you want to be a Canadian County 4-H Officer?

What will you do as an officer in Canadian County 4-H, which will continue to make this a strong 4-H program?

Why do you think you should be selected as a Canadian County 4-H officer?

What sets you apart from other applicants applying for this position(s)?

How many years have you been in Teen Leaders?