



Washington County 4-H Superintendent

4-H Superintendents serve a pivotal volunteer role in the Washington County 4-H Program. Superintendents must embody the values of integrity, honesty, collaboration and accountability to meet the needs of 4-H youth and families in their project area.

A 4-H Superintendent role will be created if there is at least one 4-H chartered club in a project area. Roles will be closed in the event 4-H clubs in the project area disband and there is not at least one 4-H chartered club by 4-H Fair Entry enrollment deadline. A volunteer can only hold one 4-H Superintendent role.

It is strongly encouraged that 4-H Superintendents share responsibilities with other individuals to act as Co-Superintendents and provide leadership and mentoring opportunities for older youth as Junior Superintendents.

SUPERINTENDENT EXPECTATIONS

1. Collaborate with OSU 4-H faculty and staff.
2. Serve as subject matter expertise in project area.
3. Provide advice and guidance that is fair and equitable to all 4-H youth participants, 4-H volunteers, and 4-H clubs in the project area.
4. Be an active and approved volunteer.
5. Be present and engaged during planning meetings and event days.
6. Keep a growth mindset during planning meetings and event days.
7. Follow and understand all OSU 4-H volunteer policies and youth safety guidelines.
8. Meet deadlines or proactively reach out to the 4-H office if help is needed.

RESPONSIBILITIES

- Edit Fair Book for project area in collaboration with OSU 4-H faculty and staff.
- Help plan and deliver year-round educational learning opportunities for 4-H youth in your project area.
- Plan and coordinate 4-H Fair events, contests, and shows.
- Select Judges for Fair that have subject matter knowledge and in a manner that mitigates conflicts of interest and upholds high quality positive youth development programming.
- Provide guidance on Danish merit system and Fair Book rules to Judges.
- Coordinate with judges, clerks, youth exhibitors, and families before and day of fair events.
- Serve as a point of contact for 4-H youth and families for project area including barn areas.
- Maintain safety and cleanliness for respective barn or building area for both public and 4-H youth and families.
- Collaborate with other Superintendents on event scheduling and building/barn responsibilities.
- Complete and submit fair paperwork, including clerk sheets and incident reports, in a timely manner.
- Understand and communicate the rules and guidelines for youth to qualify and participate in State Fair to youth exhibitors, Judges, and families.



TIME COMMITMENTS

1. Attend monthly Superintendent meetings.
 - a. Meetings typically start in October through July.
 - b. Meeting time length varies from 1-2 hours on Zoom. Occasionally meetings are held in person.
 - c. Currently, Superintendent meetings take place on the first Wednesday of the month.
2. Attend corresponding project area Advisory meetings.
 - a. Schedule and time length varies for each project area.
3. Maintain approved volunteer status and complete any relevant volunteer training.
 - a. This could average 2-5 hours a 4-H year.
4. Be present and engaged in planning and day-of event coordination.
 - a. It is estimated that Superintendents spend on average 50 hours during fair week.

REFERENCES

Please provide three references who can speak about your ability to meet the role expectations and responsibilities. It is recommended that at least one reference is a family member that is not your spouse or child as well as someone from the 4-H program. This person could be a 4-H volunteer, superintendent, or parent.