

# **Humboldt County 4-H**

## **PROGRAM DEVELOPMENT TEAM**

General chair responsibilities include:

- To strengthen the educational quality of the 4-H YDP
- Attend Program Development Team meetings (3-5) per year and represent your committee or have a committee member attend in your place
- Serve as the link between the Program Development Team and your committee
- To ensure effective communication between your committee, the Program Development and Management Teams, 4-H Staff and the greater 4-H community
- Oversee the operation of the committee: Set meeting dates, reserve the room, set agendas and convene the meetings.
- In coordination with 4-H Staff and the Program Development Team, recruit, select & orient committee members
- Ensure that committee work supports the 4-H YDP goals and direction set by the Program Development and Management Teams
- Ensure that work serves the needs across all program delivery modes to all youth

Develop, submit & oversee an annual budget to cover needs of committee functions

### **Communication and Expressive Arts**

to provide opportunities for youth and clubs to participate in communication and expressive arts projects to enhance youth skills and meet real needs\_(arts and crafts, drama, dance, leather craft, photography, scrap booking, etc.)

to promote Presentation Day and other public speaking opportunities and events

to promote completion of the 4-H Record Book (ORB) and participate in the surveys