



University of California

Agriculture and Natural Resources ■ 4-H Youth Development Program

General Description

California 4-H strives to provide healthy and positive environments that helps members reach their full potential. The role and performance of a chaperone can significantly influence the positive outcomes of youth participation at these events.

Chaperones who are selected for statewide conferences are expected to serve as a representative and partner of the University of California 4-H State Office and participate in all scheduled activities as prescribed by the selected event. All chaperones are “on duty” 24 hours a day with responsibility to the **entire group** and itinerary at all times.

Qualifications

Current 4-H adult volunteer at least 21 years old, in good standing with their county, who has:

- Knowledge of the 4-H Youth Development Program (4-H YDP), its mission, core values and policies
- One full program year of volunteerism in the California 4-H Youth Development Program
- A passion to see youth become civic-minded citizens and better leaders
- The ability to work as a member of a team to guide middle school and/or high school youth through a prescribed itinerary and timeline in a conference setting
- Commitment to complete all agreed upon duties and assignments
- Basic understanding and ability to use current technology communication tools (SKYPE, Adobe Connect, Text, Email)
- Completion of [the Foundations of Positive Youth Development Online Course](#)

Essential Functions

Chaperones must have the physical, emotional, and cognitive ability plus strength and endurance to:

- accompany and supervise youth in all program areas, as needed for the event
- move long distances without taking breaks (several miles with most youth walking)
- supervise youth in both structured and unstructured activity
- interact verbally with youth in a variety of situations
- assist youth in emergency (fire, injury, etc.) situations
- perform in large groups of people
- perform in loud working environments

Duties

The Chaperone:

- Ensures that 4-H youth are safe (both emotionally and physically) for the entire experience
- Acts as a positive role model for youth
- Model the behavior that you expect from youth
- Monitors behavior of 4-H members. If there is a problem, talk to the appropriate conference staff member to determine the appropriate level of corrective action needed
- Takes responsibility for enforcing 4-H policy
- Ensures that at least one chaperone goes with each group of young people if the itinerary requires splitting the group into smaller groups
- Participates in all meetings, webinars, conference calls before and during the conference
 - Guides youth to follow the prescribed itinerary and timeline
 - Communicates regularly with all members of the team
 - Coaches your county delegation in the development and implementation of an approved service learning project
 - Emails & Phone/text communication as needed. Chaperone must provide their own phone.

Relationships

The chaperone builds relationships with:

- California 4-H State Office staff
- Youth attending the conference
- 4-H County YDP staff
- Conference staff
- Other adults at the conference

Time required

The chaperone allows sufficient time for:

- Completion of all required paperwork by prescribed due dates
- Completion of all required online professional development courses
- Participation in up to 3 teleconference or webinar meetings, approximately one hour each

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policies may be directed to John I. Sims, Affirmative Action Compliance and Title IX Officer, University of California, Davis, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1397.