

Central Sandhills Area 4-H Aide Job Description – 2024

Purpose:

To provide the Central Sandhills Area Extension Office with assistance for the 2024 4-H fair activities in Blaine, Grant, Hooker, and Thomas Counties. Aide may work in all curriculum and project areas of the 4-H/Youth Development program.

Specifics:

Employment would be a temporary position (approx. 200 hours) as a Thomas County employee. The approximate start date (negotiable) would be July 15. The end date would be approximately August 10 but is also negotiable. As the position is helping with fair activities, the number of hours per day will vary. The pay rate is \$15.00/hour.

A valid driver's license is required. They will also need to complete a Youth Protection Screening form, required for all 4-H volunteers and staff.

Supervision:

The 4-H/Youth Development Extension Assistant, working with the Lead Educator, will provide direct supervision of the 4-H Aide.

Responsibilities:

A list of activities already scheduled (others may be added) that the 4-H Aide may help with includes:

- 4-H County Fair activities
 - Thomas County: July 22-25
 - Blaine County: July 30-August 1
 - Hooker County: July 29-August 3
 - Grant County: July 31-August 10
- 4-H Workshops and Programs in a variety of curriculum areas

For fair, the 4-H Aide will assist Extension staff, judges, and 4-H volunteers during the judging of 4-H projects. This may include keeping track of supplies, scoresheets, etc. The 4-H Aide may do data entry if needed. This position will be expected to assist in a variety of roles and situations at 4-H fair activities. This position will include some evening and weekend activities and travel out-of-county.

Qualifications:

- *A desire to gain professional, hands-on experience in a variety of situations.
- *An interest in working with youth and families.
- *Willingness to work with 4-H/Youth Development Assistant to provide programming support, sometimes more than a 40-hour week.
- *Must have a valid Driver's License. The applicant's driving record will be reviewed to make sure the applicant can be insured to drive the county vehicle.

Compensation:

\$15.00/hour

How to Apply:

Applications are available at the Central Sandhills Area Extension Office or on the web site. Call the CSA Extension office at (308)-645-2267, or email central-sandhills@unl.edu for details and an application. Applications (please include 2 references) will be accepted through July 8 or until the position is filled.

Equal Employment Opportunity: (Thomas County)

Applicants are considered for the position specified above, and employees are treated during employment without regard to race, color, religion, sex, national origin, age, disability, genetic information, marital status, pregnancy, military status, or any other prohibited basis of discrimination under applicable local, state, or federal law. Federal law obligates us to provide reasonable accommodation for the known disabilities of applicants and employees, unless doing so would pose undue hardship. Please feel free to let us know if you need accommodation to complete the application process or to perform any essential elements of the position sought.