



TULARE COUNTY 4-H
LARGE or SMALL ANIMAL ROUND ROBIN DEPARTMENT CHAIRMAN



General Description:

Plan and coordinate the large/small animal round robin. Helps develop recommendations for improvement of this activity at the 4-H Fair.

Duties:

1. Attends Agricultural Advisory Board Meetings and reports to the Board all Round Robin activity.
2. Responsible for acquiring judges for each specie involved in this activity.
3. Work with 4-H Staff leaders and department chair as needed.

4-H Fair Responsibilities Include:

1. Works with Ag Advisory Chair and committee on updates and revisions of 4-H fair to keep current with 4-H policy and State Fair recommendations.
2. Helps with revision of the 4-H premium book.
3. **Coordinates compilation of scores and awards**
4. Responsible for any clerical help needed for each Department.
5. Responsible for obtaining and corresponding with current or potential sponsors for award donations.
6. Assists 4-H Staff in ordering ribbons and awards.
7. **Is present during the corresponding 4-H Fair event or has a someone responsible for fair duties.**
8. Sets up and takes down of show ring to include but not limited to, tables with tablecloths, chairs, microphones, awards etc.
9. Completes result sheet of all placing as required for news releases and awards ceremonies. Chair responsible for award presentations.
10. Responsible for returning result sheet to 4-H Staff for news releases.
11. Coordinates with department chairs for animals for Round Robin.
12. Sees to it that all exhibitors abide by current project requirements and 4-H Fair rules.

Qualifications Needed:

1. A sincere interest in young people and desire to help them.
2. Knowledge of the Tulare County 4-H Program and Policies.
3. **Ability to work and get along with a wide range of people.**
4. **Patience, enthusiasm and ability to cooperate with others.**
5. **The ability to see problems and work within the 4-H system to solve them.**
6. **The ability to organize and delegate help when needed.**

Relationships:

1. Work within the framework of the Agriculture Advisory Board.
2. Work with 4-H Fair Livestock Coordinator, Chairman of Ag. Advisory Board and 4-H Staff in planning 4-H Fair and other activities.
3. If available, attend Regional and State Training sessions.
4. Attend 4-H Council and Ag. Advisory Board Meetings.

Time Commitment: Some time commitment can be delegated to other leaders as needed

1. Attends 2 hour bi-monthly meetings of the Ag. Advisory Board.
2. Attends 1 to 2 special meetings as needed.
3. 1 day during 4-H Fair.
4. Attends training as provided.
5. Attends 4-H Council bi-monthly meeting, 2 hours.