

NOTICE OF VOLUNTEER INTEREST – KING COUNTY 4-H HORSE PROJECT

(Please submit by the October or November meeting of the current 4-H year.)

Opportunity and Brief Description

Elected Positions -- Two Year Terms:

President
Vice President
Secretary
Treasurer
Fair Superintendent (must also submit an application to extension office)
Immediate Past President also serves on Executive Board

Standing Committees

Fair Judges
Rules

Ad hoc Committees

Grievance

Coordinators and Chairpersons

Coordinators and Chairpersons are encouraged to form committees and get help to carry out the work for each program.

General

1. King County 4-H Association Representative: Attend monthly Policy and Planning meetings, give input in the interest of the horse project, communicate reports to the horse project committee.
2. State Forum Representative: Attend State Forum annually, report to and represent the interests of the Horse Project committee at the State level. Expense account may be available. This position is expected to attend Association Policy and Planning meetings and therefore combines well with the Association representative position.

Educational Activities

3. Equine Public Speaking Coordinator: Coordinate the Equine Public Speaking contest at Education Day. Publicize contest, answer questions, coordinate with Ed Day coordinator to arrange judges, set up for contest, schedule contestants.
4. Groom Squad Coordinator: Coordinate the Groom Squad competition at Education Day. Coordinate with Ed Day coordinator to arrange judges. Organize and check in participating teams. Arrange for ring stewards, explain contest rules, assign horses to teams. Make sure contest results are announced during Fair sections. Ensure Senior team participates at State Fair.
5. Hippology Coach/Coordinator: Coordinate the Hippology competition at Education Day. Coordinate with Ed Day coordinator to arrange judge for problem solving phase. Plan for the written test, identification stations, and problem solving phases of the contest. Secure additional volunteers to assist in running contest. Organize and check in participating teams. Score contest and make sure results are announced during Fair sections. Additionally, coordinate selection of teams to represent King County at State Hippology competition in May. Coach the teams to prepare for the competition and arrange for participation.
6. Horsebowl Coach/Coordinator: Coordinate the Horse Bowl competition at Education Day. Secure additional volunteers to assist in running contest. Organize and check in participating teams. Score contest and make sure results are announced during Fair sections. Additionally, coordinate selection of teams to represent King County at State Horse Bowl competition in April. Coach the teams to prepare for the competition and arrange for participation.

7. Judging Coach/Coordinator: Serve as a resource for the judging program regarding setting up judging contests and contest rules. Coordinate scoring of judging contests. Conduct the Education Day judging event. Summarize all county judging contest results and determine state teams. Coordinate state judging teams' preparation for and participation at State Fair.
8. Education Day Coordinator: Ensure all Education Day activities have coordinators. Work with activity coordinators to conduct Education Day. Schedule Ed Day event, coordinate logistics, hire judge(s), update registration form, track registrations, compile results, and coordinate Ed Day awards ceremony at fair.
9. Youth Merit Coordinator: Track enrollment, award accomplishments, review rules, encourage participation.

Performance

10. Medals Coordinator – Performance: Review rules, order medals, collect results from shows, track results, keep county events schedule up to date, award medals at shows and supreme awards at fair, distribute medals cards, be a resource for the program and answer questions. Coordinate Showmanship medals records with Gaming Medals coordinator.
11. Performance Horseshow Commission Co-coordinator(s): Set up and conduct Leader's Series Performance shows. In recent years, the Series has consisted of an Opener targeted at novices and riders new to 4-H showing, a Memorial Day show which offers regular classes as well as English and Western specialties, and a Medals show which offers free Medal classes. Points are tracked for the series with high point awards for each age level.
12. Dressage Program Coordinator: Be a resource to show managers offering Dressage classes. Assist in obtaining necessary Test Forms for shows and Fair. Coordinate one or more Dressage clinics annually to provide an introduction for members wishing to participate in this activity. If interest warrants, coordinate stand-alone Dressage shows.
13. Over Fences Program Coordinator: Be a resource to show managers offering jumping classes. Monitor condition of jumping equipment and coordinate replacement as necessary. Consult with riders where safety concerns have been noted. Verify that riders have met requirements to participate in Over Fences classes at the King County Fair. Coordinate an over fences clinic annually to provide a safe introduction to jumping for members wishing to participate in this activity. If interest warrants, coordinate stand-alone Over Fences shows.
14. Novice Program Coordinator: Review novice rules, track enrollments in the program, ensure eligibility, distribute Novice cards.
15. Green Horse Program Coordinator: Review green horse rules, track enrollments in the program, ensure eligibility.
16. Performance Equipment Coordinator: Inventory and manage horse project owned equipment including trailer, trail equipment, and jumps. Coordinate trailer license, registration, and storage. Inform Horse Leaders Committee/Executive Board of equipment needs which may impact budget at the beginning of each year and of any urgent needs arising during the year.
17. Performance Permanent Numbers Coordinator: Track Performance Horse project enrollment in all divisions and assign, print and distribute numbers. Set up a system to allow show secretaries/leaders to assign additional numbers when needed.

Western Games

18. Medals Coordinator – Western Games: Review rules, order medals, collect results from shows and track results, keep county events schedule up to date, award medals at shows and supreme awards at fair, distribute medals cards, be a resource for the program and answer questions. Coordinate Showmanship medals records with Performance Medals coordinator.
19. Western Games Committee Chairperson: Hold meetings, review rules, set up and coordinate Leaders' show(s), work with equipment coordinator to track equipment needs.

20. Gaming Equipment Coordinator: Inventory and manage horse project owned gaming equipment including poles, barrels, flags, and electronic timers. Coordinate equipment for shows and county fair. Inform Horse Leaders Committee/Executive Board of equipment needs which may impact budget at the beginning of each year and of any needs arising during the year.

County Fair (Qualifying Event)

21. Assistant Superintendent: Assists the Superintendent. Appointed annually by the Superintendent and President from a pool of all those desiring the position.
22. Section Managers (4): Gaming, Senior Performance, Intermediate Performance, Juniors/Driving/Green Horse, additional as needed.
23. Section Secretaries (4): Gaming, Senior Performance, Intermediate Performance, Juniors/Driving/Green Horse, additional as needed.
24. Registrar: Receives registration paperwork from Superintendent and compiles master list of all exhibitors, verifies which project is primary for state qualifying, makes stall assignments, makes check-in lists for vet/helmet check. Passes information about adds/scratches/substitutions on to Section managers and secretaries.
25. Recognition Coordinator: Identify and recognize graduating seniors and retiring leaders at King County Fair with flowers or like. Using a submission form, announce the individuals' accomplishments and future plans. Recognitions should be held during Performance and Gaming sections.
26. Herdsmanship Coordinator: Prepare Herdsmanship board in horse barn for Fair (signs for each club, sufficient blue, white, red markers). Arrange daily Herdsmanship judges (AM and PM on full show days, AM only on arrival/departure days). Determine breaks between large and small clubs for each section. Set up notebook for filing Herdsmanship score sheets, calculate overall Herdsmanship winner at end of Fair and award trophy.
27. Educational Posters: Determine educational poster due date. Collect educational posters and arrange for judging by trained poster judges (may need to arrange training for judges). Return posters to clubs/exhibitors (usually done at Ed Day). Announce results and award Grand and Reserve Champions for each age level at each section and during Games.
28. Perpetual Awards Coordinator: Prior to Fair, this person contacts prior year recipients of perpetual awards and reminds them to return the awards to Fair for presentation. Arranges for small replacement awards for the winners of the Gaming perpetual trophies.

State Fair

29. State Fair Coordinator: Schedule and run state team meeting between county and state. Coordinate state fair decorations, supplies, team delegations, team jacket order, ribbons. Coordinate with qualifying coordinator, county and state staff.
30. State Qualifying Coordinator: Oversee state qualifying for horse exhibitors (Performance, Gaming, Driving, Dressage). Prepare for and coordinate meeting to fill out state paperwork at King County Fair/qualifying event(s). Manage team lists (primary and alternates) between county and state.

NOTICE OF VOLUNTEER INTEREST – KING COUNTY 4-H HORSE PROJECT

Name: _____ Email: _____
Phone: _____ Club: _____

I am interested in the following positions for the King County Horse Project:

1st Choice: _____ 2nd Choice: _____

I am interested in the following positions for the 2008 King County Fair:

_____ Section Manager (specify section: _____)
_____ Section Secretary (specify section: _____)
_____ Registrar _____ Recognition Coordinator _____ Herdsmanship Coordinator
_____ Educational Posters _____ Perpetual Awards

Which best describes your current role in 4-H:

- Enrolled Leader – If so, what type: Resource, Activity, Program, Project (circle one)
- Adult/Parent – Have you submitted a Volunteer Application/State Patrol Background Check?
 Yes No, but I will since this is a requirement.
- Enrolled Youth – If so, are you a Senior Division member? Yes No

You may be asked to about why you are interested in volunteering for a position, your skills, abilities, ideas for how to improve this program area, and/or any information that will help the King County 4-H Horse Project Executive Board make selections to fill volunteer positions.

Comments: _____

If I am selected for this position, I agree to sign: *Volunteers and the 4-H Youth Development Program: A Valuable Partnership* and uphold the behavior guidelines it contains.

Signed: _____ Date: _____