**Family and Consumer Sciences**

**Volunteer Program Position Description**

**ADVOCATE**

**Position Title:**

Advocate Volunteer

**Purpose of Position:**

To advocate for the support and funding of Family and Consumer Science programming.

**Responsibilities:**

* Recruit and meet with potential program partners.
* Cultivate relationships with legislators and other key stakeholders.
* Advocate for the support of Family and Consumer Sciences programs.
* Ensure that Family and Consumer Sciences programs are appropriately funded.
* Assist county Educator in outreach, as needed.
* Track and maintain outcome records.

**Training and Support:**

* Complete 6 hours of online training prior to orientation.
* Attend in-person orientation.
* An additional 10 hours of training is required before beginning service.
* County Educators/Coordinators or County Directors may provide additional leadership and support, as needed.

**Reporting**:

* This position reports to the County Educator/Coordinator or County Director (if there is no Family and Consumer Sciences Educator located in the county).
* Additional reporting to the OSUE Family and Consumer Sciences Volunteer Program Coordinator.
* Documentation of all activities is required.

**Time Commitment:**

* This position requires the provision of a minimum of 10 volunteer hours of service to the Family and Consumer Sciences Volunteer Program per year.
* Volunteer hours may be performed weekends or weekdays, depending on need and may vary seasonally.

**Qualifications:**

* High School Diploma or Equivalent.
* Basic knowledge of Family and Consumer Sciences programming.
* Ability to work well with others and respond to instructions from supervisor.
* Ability to relate to diverse audiences.
* Ability to communicate effectively both in-person and in writing.
* Maintains professional behavior.
* Ability to transport self and materials to multiple locations.

**Level of Background screening required:**

* Volunteers will be subject to an online background check.
* Volunteers must provide two references and go through an interview screening.
* All volunteers must agree to the OSU Extension Standards of Behavior.

Date:

Volunteer signature:

Date:

Extension Educator/Coordinator or County Director:

*09/30/2016*