



**2017-18 SAN JUAN COUNTY 4-H COUNCIL  
Officer Candidate Application & Certification**



Per San Juan County 4-H Council By-Laws (April 2016), only two (2) council officer applications per club shall be submitted to move forward in the election process and no more than two (2) officers shall be elected from the same club in a given year.

Offices for which you wish to be a candidate (please check all that apply).

- |   |                                    |  |
|---|------------------------------------|--|
| <input type="checkbox"/> President      | <input type="checkbox"/> Treasurer | <input type="checkbox"/> Sergeant at Arms      |
| <input type="checkbox"/> Vice-President | <input type="checkbox"/> Reporter  | <input type="checkbox"/> Parliamentarian       |
| <input type="checkbox"/> Secretary      | <input type="checkbox"/> Historian | <input type="checkbox"/> Recreation Leader (2) |

I have reviewed the position descriptions, officer responsibilities and contract for a County Council officer. I am willing to devote the time required in the position description as a County Council officer. I have received a copy of the County Constitution and By-laws and have reviewed and understand them.

I am willing to conduct myself in the highest of standards expected of a County Council officer and to encourage other 4-H members to do likewise both while functioning as a County Council officer and at other times. I understand that I may be disciplined, including removal from office, for misconduct or failure to carry out my assigned duties, including attendance at Council meetings. I understand that if I am to benefit from funds raised for a County officer activity, I must participate in the fundraising.

I will be an active 4-H member and will remain in good standing in my club and 4-H program during my service as a San Juan County Council officer.

Candidate Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

We (or I) understand that my son/daughter wishes to serve as a San Juan County 4-H Council officer and will support him/her in fulfilling his/her responsibilities should he/she be elected. We also understand the importance of a County Council officer conducting themselves in the highest of standards and realize that it is our responsibility to see that our son/daughter is present at Council meetings and activities.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

I certify that the above named 4-H member is endorsed by our 4-H club membership and that the candidate meets all the qualifications for the County Council officer position that they are running for (see position descriptions and by-laws). I am willing to assist and support him/her with Council activities as needed.

Club Organizational Leader Signature \_\_\_\_\_ Date \_\_\_\_\_

**Club, County Council and/or State 4-H Leadership positions held (include years of service):**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Responsibilities of San Juan County 4-H Council Officers

- \* Attend all quarterly **4-H County Council Meetings** during my term of office (4 meetings in January, April, July and October)
- \* Attend **Officer planning** meetings, workdays and practices
- \* Help with all **fundraising and 4-H promotional activities** as needed
- \* Participate in **4-H Day at the Roundhouse** (January/February)
- \* Assist with **County 4-H Officer Trainings** (November/February)
- \* Participate in planning and conducting **4-H Day Camp** (March)
- \* Participate in **County 4-H Carnival & Concession** (March)
- \* Attend **San Juan Basin 4-H Leadership Camp, Hesperus** (April)
- \* Assist with **County and District 4-H Contests and Awards Programs** (June)
- \* Participate in at least one **County Contest** (June)
- \* **Complete a 4-H record book** in at least 1 project area (October)
- \* Assist with **Annual 4-H Year-End Awards Banquet** (December)
- \* Be prepared to make presentations to local club meetings and civic organizations, when requested.
- \* Try to attend State 4-H activities such as Senior Leadership Retreat, Youth Get Away, State 4-H Schools, Camps and State 4-H Conference.
- \* Participate in regional and/or statewide officer and leadership trainings as available.



## Qualifications for San Juan County 4-H Council Officers



- President:** Must be a Senior 4-H member  
Must have held one office in a local club  
Must have been in 4-H at least two years  
Must have served on County Council at least one year
- Vice President:** Must be a Senior 4-H member  
Must have held one office in a local club  
Must have been in 4-H at least two years  
Must have served on County Council at least one year
- Secretary:** Must be a Senior 4-H member  
Must have held the office of secretary in a local club  
Must have been in 4-H at least two years
- Treasurer:** Must be a Senior 4-H member  
Must have held the office of treasurer in a local club  
Must have been in 4-H at least one year
- Reporter:** Must be a Junior 4-H member  
Must have held an office in a local club  
Must have been in 4-H at least one year
- Historian:** Must be at least a Junior 4-H member  
Must have held an office in a local club  
Must have been in 4-H at least one year
- Sergeant at Arms:** Must be at least a Junior 4-H member  
Must have been in 4-H at least one year
- Parliamentarian:** Must be at least a Junior 4-H member  
Must have been in 4-H at least one year  
Must have held a club office
- Recreation Leader:** Must be at least a Junior 4-H member  
Must have been in 4-H at least one year