



**2024-2025**

# **Burnet County Council Officer Application**

**FULL NAME:** \_\_\_\_\_

**4-H CLUB:** \_\_\_\_\_

**Application Deadline to the County Extension Office: Tuesday, May 10, 2024**

NOTE: All information obtained herein is to be kept strictly confidential.

Educational Programs of the Texas AgriLife Extension Service are open to all people without regard to race, color, religion, sex, national origin, age, genetic information or veteran status. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating.

### **Council Officer Eligibility:**

1. The officers shall be elected annually and shall not be eligible for the same office for two consecutive full terms.
2. The term of the office for all officers shall be September 1<sup>st</sup> to August 31<sup>st</sup> of the next year.
3. Officers must be 14 years of age by August 31<sup>st</sup> of the year they are elected.
4. Officers must have at least two years of 4-H membership (including the current year).
5. No officer should hold more than one office on the council, with the exception of district delegates (if not enough candidates to fill that position).
6. President and vice president cannot be from the same club or from the same household.
7. Those wanting to run for office must have submitted a record book the previous year and must submit one for the current year (summer is when 4-H record books are due).
8. All elected officers are expected to attend and fulfill their roles and responsibilities at County Council Meetings, and events/fundraisers as presented by County Agents.

## **Officer positions & responsibilities for the 2024-2025 year:**

**PRESIDENT:** the President shall preside at all meetings as required, appoint committees as needed, approve the reports of the officers and committee chairmen, attend regular meetings of the District 4-H Council to represent Burnet County 4-H, and perform other duties as may be the responsibility of the presiding officer.

**VICE-PRESIDENT:** The Vice-President shall perform the duties of the President in their absence.

**SECRETARY:** The Secretary shall record the minutes of all regular meetings and shall keep an up-to-date record of attendance of members.

**TREASURER:** The Treasurer shall keep accurate records of receipts and expenditures and shall be prepared upon request to give a Treasurer's report at each meeting. They will also serve on the Finance and Fundraising Committee.

**REPORTER:** The Reporter will be responsible for reporting monthly meeting activities to the media as well as social media alongside your County Extension Agent. County-wide events may also be reported (camp, Roundup, etc.) Other duties may include the following: assisting with website and newsletter creation/management, formatting and writing articles or posts for media and/or social media.

**DISTRICT COUNCIL DELEGATE:** The District Council Delegate shall attend regular meetings of the District 7 4-H Council to represent Burnet County 4-H and report those proceedings to the County Council.

**SOCIAL MEDIA CHAIRMAN:** The Social Media Chairman will work along-side the County Extension Agent and committee members in gaining/creating a Social Media presence of our program. Content will focus on promoting the Burnet County 4-H Program, and recognizing members on their involvement and accomplishments.

**EDUCATION & OUTREACH CHAIRMAN:** The Education & Outreach Chairman will assist with planning and managing county-wide program and leadership training opportunities, and the overall promotion of the 4-H Program.

**FINANCE & FUNDRAISING CHAIRMAN:** The Finance & Fundraising Chairman will work along-side committee members and Agents to develop/update a budget for the 4-H Council and assist with county-wide fundraising efforts.

**AWARDS & RECOGNITION:** The Awards & Recognition Chairman will work along-side committee members and Agents to plan and implement recognition and awards for members, volunteers, etc. for the annual Awards Banquet.

**HEALTH & SAFETY CHAIRMAN:** The Health & Safety Chairman will be responsible for educating and/or presenting content at County Council meetings as it related to health and safety. Some examples include: wildfire safety, seatbelt/car seat guidelines, first aid basics, etc.

**COMMUNITY SERVICE CHAIRMAN:** The Community Service Chairman will be responsible for planning, implementing, and managing at least one county-wide community service activity for the Burnet County 4-H Program.

**RECREATIONAL LEADERSHIP CHAIRMAN:** The Recreational Leadership Chairman will be responsible for planning recreational activities at the county level. Examples include: leading a game or ice breaker at County Council meetings, creating a resource of recreational ideas for Club Managers to use, conducting a training for Club Managers, etc.

**\*ALL OFFICERS MAY BE ASKED TO ASSIST WITH COUNTY CONTESTS, FUNDRAISERS AND OTHER ACTIVITIES AS THEY ARISE\***

### **Council Officer Candidate Process:**

1. All Burnet County 4-H members must submit their application to the Extension Office by the date on the cover page.
2. Burnet County Extension Agents will review applications to make sure applicants are eligible (based on age, years of involvement, record book completion etc.).
3. Candidates running for office are asked to be present at the May Council meeting, where they will give a brief introduction of themselves prior to voting.



Please list your top three **4-H Projects**, and a very brief sentence of a learning experience you have gained through that project.

4-H Project:

Learning Experience:

_____	_____
_____	_____
_____	_____

List **extracurricular school activities and/or 4-H activities** in which you have been most significantly involved as a student and/or 4-H member.

Name of Activity:

Year / Years:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List **community and/or church activities** in which you have been most significantly involved in as a student.

Name of Activity:

Year / Years:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List your most significant honors and/or awards (can be 4-H and non-4-H).

Honors / Awards:

Year / Years:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Be prepared at the May County Council Meeting, to give a brief speech/introduction before we begin voting. Tell us your 4-H projects you're involved in, your favorite thing about 4-H, what you think you would bring to the County Council, etc.

If elected, I agree to fulfill my responsibilities to the best of my ability. I agree to the above listed responsibilities for each position I have applied for and to follow the Burnet County Council rules and policies in place.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date

If my child is elected, I agree to assist them in fulfilling their County Council responsibilities to the best of my ability. I agree to the above listed responsibilities for each position my child has applied for and to follow the Burnet County Council rules and policies in place.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Date