

Extension Leadership Council Member *Sample Position Description and Commitment*

The purpose of the Extension Leadership Council is to advance and promote Virginia Cooperative Extension's programs and presence in the local community. Benefits of serving on the council include:

- Play a significant part in the educational process.
- See the impact Extension has in the community.
- Witness positive changes in Extension program participants.
- Experience personal growth from participating in this vital community effort.

As a member, I will serve a term of two years and be involved in the following functions:

- **Relationship Building:** Connecting Extension agents and programs with stakeholders and organizations throughout the local community.
- **Extension Advocacy:** Marketing Extension and advocating for the necessary resources to sustain and improve Extension programs.
- **Program Support and Advisement:** Participating in the VCE programming process, including situation analysis, program design and implementation, and program evaluation and reporting.

In addition, I am willing to: (check those which apply to you):

- Attend meetings regularly.
- Provide oral and written reports on progress toward goals in program areas I represent.
- Deliver presentations on behalf of Extension at community group meetings.
- Serve as a volunteer for a major educational program.
- Provide leadership for a major educational program.
- Organize a community group to explore solutions for community issues.
- Write reports, publicity releases, meeting notices, etc.
- Assist in securing resources for Extension programs.
- Teach technical subject matter (list area): _____
- Recruit volunteers (list area): _____
- Other: _____

In order to do the above, I will need the following: _____

Signature of person making nomination

Signature of nominee

Date: _____

Date: _____