

PRIORITIZING THE FUNCTIONS OF COUNCIL

Listed below are functions of 4-H Councils, excerpted from Council Guidelines. Read each function and rate 1) how **important** a function you feel it is for you County Council, and 2) How much **time** you think the Council currently spends focused on this function.

1	2	3	4	5
Not Important	A little important	Somewhat important	Important	Necessary

1	2	3	4	5
No Time	A little time	Some but not enough time	Sufficient Time	Too Much Time



FUNCTION	IMPORTANCE	TIME SPENT
Needs assessment of local program and youth		
Development of long range goals (3-5 years)		
Development of short term objectives (1 month -2 years)		
Responsibility for carrying out planned program		
Events management		
Public advocate of 4-H mission and objectives		
Developing community partnerships		
Supporting and enhancing community partnerships		
Recruiting new volunteers		
Training new volunteers		
Development of a marketing plan		
Implementation of a marketing plan		
Actively engaged in supporting multiple delivery modes (clubs, afterschool, camps)		
Evaluation of programs		
Sponsor recognition of 4-H members and volunteers		
Monitor the program in regard to existing policies		
Interpret, develop & recommend policy changes as needed		
Dispute resolution		
Develop a council budget to support the planned program		
Support resource development (& recognize those contributing)		
Inform other volunteers about council decisions		
Represent 4-H effectively to policy making groups		
Communicate regularly and effectively with Extension staff		