

# Volunteer Position Description Worksheet

Think of a volunteer role that is vital to your program's success, and to the development of young people who might otherwise miss some essential opportunities. Use this sheet to develop a role description for that position.

Title: \_\_\_\_\_

Purpose: \_\_\_\_\_

Benefits to the Volunteer: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Resources and Support Available: \_\_\_\_\_

Skills/Knowledge needed: \_\_\_\_\_

Time Required: \_\_\_\_\_

Expected Results from this position: \_\_\_\_\_

Reprinted from *Red TAXI, Volunteer Position Description Worksheet*, with permission of National 4-H Council.



*Volunteerism for the Next Generation*

