

4-H Teen Leader Job Description Dairy Booth/Java Junction

Prior to Fair

Wednesday

- Assist with Dairy Booth/Java Junction cleanup and setup as scheduled with supervisor.
- Create poster display of this year's 4-H Scholarship recipients

Sunday

- Assist with ice cream delivery as scheduled by the supervisor

During Fair

Daily

- Coordinate opening and closing of the booth. Check with booth supervisor as to specific duties.
- See that booth volunteers are scheduled and have adequate training and help.
- Maintain inventory and notify supervisor when supplies are needed.
- Responsible for maintenance of booth in a condition that will pass health department inspection at all times.
- Monitor appearance of booth from customer point of view and maintain an attractive display.

After Fair

Saturday Evening and/or Sunday

- Coordinate packing supplies, thoroughly washing all equipment and storing everything for use next year.