



Cornell University
Cooperative Extension
Jefferson County

Volunteer Position Description

Mad City Money Workshop Facilitator

Purpose of Position: To help middle and high school students learn budgeting by staffing a merchant table at Mad City Money events in Jefferson County Schools. Mad City Money teaches budgeting by giving students a taste of the real world. Complete with occupation, salary, debt, and medical insurance payments teens get an instant family and then move through various merchant stations to purchase housing, transportation, food, clothing, and other necessities.

Responsibilities:

- Participate in at least one Mad City Money event at Jefferson County schools. There will be up to 12 opportunities in a year.
- Select a merchant booth to staff and decorate it accordingly. Booths available: Mad City Mall, Big Wheels, Fun Stuff, Gotta Eat, Home Stuff, Kid Care, My Closet, and Really Realty
- Assist students in making purchases at your booth

Volunteer Training and Support:

- Volunteer Orientation
- Mad City Money Merchant Training
- A designated Extension educator supervises this position.

Reporting:

- Volunteer log at event (noting name, date of service, and hours of service) to record your time

Time Commitment:

- Merchant training and volunteer orientation: 1 hour
- Preparing your merchant booth: 2 hours
- Mad City Money event, set-up, and takedown: 3 hours. Events are held during the school day.

Qualifications:

- Respect and acceptance of diverse individuals
- Effective communicator with good interpersonal skills
- Dependable, organized, and skilled in time management

- Can handle unpredictable circumstances in appropriate ways and has good critical thinking skills

Benefits:

- Enhance personal communication and leadership skills
- Derive satisfaction from helping students learn about budgeting
- Build friendships with staff and other 4-H volunteers
- Opportunity for training and resume building

Salary: Unsalaries; this position does not imply employment with Cornell University or Cornell Cooperative Extension.

Mentor/Supervising Professional:

Name: Rochelle Runge

Title: College Financial Readiness Educator

Address: 203 N Hamilton St. Watertown, NY 13601

Phone: 315-788-8450

Email: rav26@cornell.edu

Level of Background screening required:

- Application
- Interview
- Two References
- Criminal Background Check
- Signed Volunteer Agreement, Code of Conduct, and Acknowledgment of Risk