

DUTIES & RESPONSIBILITIES
STATE EXTENSION ADVISORY COUNCIL (SEC)
REPRESENTATIVE

Term of Appointment

- Three year term, may be re-appointed to a consecutive term.

General Purpose & Functions of SEC

- To represent the Extension volunteer leadership in KY,
- To review program issues and provide input related to the state Plan of Work,
- To be a communications/public relations ambassador for Kentucky Extension,
- To receive training and assist in providing training for those in leadership roles,
- To provide advice and suggestions to the Director of Extension and the designated administrative and programming staff on Extension programs, priorities, policies and procedures and
- To be an advocate for Cooperative Extension.

Qualifications

- A sincere interest in working with other volunteers and professional staff in an educational setting,
- A willingness to become familiar with and work with the philosophy and guidelines of the University of Kentucky CES,
- A sincere interest in sharing knowledge, experiences and skills with other volunteers, and
- The ability to work and communicate effectively in both verbal and/ or written forms with volunteer peers, professional staff and elected leadership.

Location/Number of Meetings

- The State Extension Council will meet face-to-face two (2) times per year and will use electronic communications whenever possible throughout the year. There is an expectation that representatives will attend a limited number of county council meetings and regional issues committee meetings by invitation.

- Members will be reimbursed for travel expenses according to University of KY guidelines.

Benefits

- Working with fellow volunteers as well as professional staff,
- Developing lifelong friendships,
- Developing communication and leadership skills,
- Learning organizational and time management skills and other professional development,
- Gaining an appreciation for community /regional issues and civic responsibilities, and
- Assisting in planning and conducting educational/leadership opportunities for county council members.

Selection Process

Each District shall have four representatives from counties plus one at-large representative. A rotational system will assure all counties the opportunity to have delegates. At-large representatives may come from any county and should be approved by the Director of Extension or his designee. In addition, four delegates will represent KSU and four representatives will represent each of the program councils.

Mentors/Supervising Professionals

Contact agents, in coordination with District Directors, Program Coordinators, Assistant Directors for Programming and the Advisory Council Coordinator.