



2007
King County 4-H Association
Volunteer of the Year Selection and Recognition Process

King County 4-H Association will

- Recruit a volunteer to act as Selection Coordinator for current year's process

Association Coordinator will

- Obtain the State Volunteer Recognition form online
- Determine deadline dates for current year process based on date Recognition Form is due to State 4-H
- Distribute nomination forms to King County 4-H Association enrolled volunteers and members
(Nomination forms will be returned to King County 4-H Extension Agent)
- Provide information to nominee about what is due to King County Extension 4-H office
- Send ballots electronically to King County 4-H Assoc enrolled volunteers
- Encourage voting by King County 4-H Assoc enrolled volunteers

4-H Agent will ensure that

- Nomination Forms are received on time
- Nominee is confirmed as currently enrolled King County 4-H Association Volunteer in good standing
- 4-H staff receives
 - Valid nomination forms
 - Copy of these processing procedures
 - Deadlines for processing
- Each nominee is contacted to
 - Congratulate them and advise them of their nomination
(Nominees are allowed to decline the nomination. If this should happen, the nominator(s) should be advised. If information not received back by deadline, make one reminder call to nominee. No information received within 3 days of reminder call considered a decline of the nomination)
 - Provide nominee with Ballot Information Request Form.
 - Advise of recognition at the Fall King County 4-H Association Meeting in early October
 - Advise of Recognition Banquet at State 4-H Forum – 3rd weekend in October
(King County 4-H Association will pay cost of attending Recognition Banquet. Other costs will be the responsibility of the Volunteer of the Year)
- Ballots are created
(Begin while awaiting information from nominee, separate page for each nominee (one page maximum, includes summary of info from nomination form(s) in bullet points vs. paragraph – more apt to be read by those who are voting Add information received from nominees to their page as received. Summarization may be necessary)
- Electronic ballots are sent to enrolled King County 4-H volunteers
(1 vote per club)
- Votes are tallied
- King County 4-H Association Coordinator is advised of results of vote

King County 4-H Association Coordinator will contact newly elected Volunteer of the Year to coordinate

- Submission of electronic picture to State 4-H office in Puyallup
- Submission of Forum registration forms and fees
- Attendance at Fall Association Meeting for recognition
- Submission of State 4-H Forum Recognition form by deadline
- Provision of Certificate and flowers at Fall Association meeting for recognition



King County 4-H Volunteer of the Year Ballot Information Request Form

Congratulations on your nomination for King County 4-H Volunteer of the Year!

Please provide the following ballot information (in electronic form, if possible) to the King County Extension 4-H Office (susan.lerner@kingcounty.gov) no later than August 20, 2007. You may US Mail this form to 200 Mill Ave S, Suite 100, Renton 98157.

Name _____ Phone _____

Club(s) in which you have been involved as a volunteer

What you have done at club level? _____

Years in 4-H as a Member _____ Volunteer _____

Other family involvement in 4-H

National 4-H level involvement

State 4-H level involvement

County 4-H level involvement

What do you enjoy most about your involvement in 4-H?

*The chosen nominee for Volunteer of the Year will be formally recognized at the
-Fall King County 4-H Association Meeting in early October
-Recognition Banquet at State 4-H Forum – 3rd weekend in October
King County 4-H Association will pay the cost of attending Recognition Banquet. Other costs will be the responsibility of the Volunteer of the Year.*



**KING COUNTY 4-H
2007 VOLUNTEER OF THE YEAR
NOMINATION FORM**

**This form must be postmarked no later than August 1, 2007 to
Sue Lerner
King County 4-H - 200 Mill Ave S, Ste 100 - Renton WA 98057
Ballot distribution and Voting will be via internet***

Your name _____

Your telephone number in case we have questions () _____

Name of person you are nominating _____
Must be a currently enrolled, active volunteer

Their telephone number so we can advise them of the nomination () _____

**Please list AT LEAST 5 ways this person has made a positive impact on our 4-H program.
Use back of page if necessary.**

***If internet is not available or accommodations are needed, please contact Lori Greer at
(206)205 3152.**

**The following recipients of Volunteer of the Year awards are not eligible for nomination:
Kit Maret, Agatha Hanson, Dolly Barquist, Nancy Solf, Betty & John Stewart, Arlin Holton,
Carole Berg, Nancy Stewart, Al Mason, Terry & Tom Smith, Charlotte Phillips, Vicki Eaker,
Chuck Todd, Trudy & Floyd Earl, Susan Palmer, Millie & Carl Rude, Jenny Burrell,
Marguerite Long, Janine Prindle, Maria Babcock, Elizabeth Tennison, Elizabeth Doyle,
Isabelle Moe, Dianne Heath, Susan Partsch, Jim Olson, Floy Ziegler, Carol Dawson, Mercy
Maxwell, Susan Gormley, Corinne Richey, Joan Sundqvist**