

California State 4-H Interview Contest

<http://www.ca4h.org/projresource/fieldday/>



Sunburst Lemonade Stand Position: Stand Attendant

Position Overview

The Sunburst Lemonade Stand operates 14 stands throughout the county. Stand Attendants are responsible for the stand in their area and open it during weekends. They oversee and deposit the money generated from the stand and provide exceptional service. Stand attendants are also responsible for sharing information about the company and stands. They also perform basic functions of mixing and serving lemonade to customers.

Essential Job Functions

- Manage the stand on weekends
- Assist in the money collection and deposit
- Provide friendly customer service
- Communicate information on the company and stands
- Assist in the mixing and pouring of lemonade

Other Necessary Skills

- Leadership
- Self-Responsibility
- Keeping records
- Communication
- Nurturing Relationships

Eligibility: 4-H Junior category

Bring: Cover letter and Résumé for this position

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

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**Heartland Pioneer's Museum
Position: Interactive Game Attendant**

Position Overview

Heartland Pioneer's Museum is looking for an energetic youth to be an interactive game attendant in the museum. The attendant will watch and play two of the interactive games in the museum. They serve to get other youth involved and help them play. They will be trained on the games and will be asked to answer any questions relative to the game. They should be energetic to get others involved! The games test youth's history knowledge, so the attendant should have knowledge of or be willing to learn citizenship.

Essential Job Functions

- Watch the interactive games and notify staff if there are problems
- Play the games and be able to teach others
- Get other museum visitors interested in the games
- Answer questions about the games
- Have or be willing to learn about California history and citizenship

Other Necessary Skills

- Responsible Citizenship
- Social Skills
- Conflict Resolution
- Contribution to a Group Effort
- Self-motivation

Eligibility: 4-H Junior category

Bring: Cover letter and Résumé for this position

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**The Web for Safety Center
Position: Safety Assistant**

Position Overview

The Web for Safety Center provides trainings to adults and youth on responsible use and safety precautions on the internet and your computer. The assistant will help with trainings and work with youth in a counselor role for safe internet use. They will also reach out to other youth and teach them the importance of internet safety. They will also identify safe sites and ways to identify fraud sites with adults. The assistance team will help coordinate an action plan of what to do if a friend is visiting unsafe sites and talking to strangers. The team will present this plan to other organizations and run a campaign in the area on internet safety for adults and youth.

Essential Job Functions

- Assist in safety trainings
- Reach out to other youth for internet safety
- Assist in identifying safe sites and identifying fraud sites
- Work as a team to create an internet safety action plan
- Present and promote the action plan to other organizations

Other Necessary Skills

- Teamwork
- Personal Safety
- Communication
- Community Service Volunteering
- Planning/Organizing

Eligibility: 4-H Junior category

Bring: Cover letter and Résumé for this position

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Real Life Media Distribution Position: Media Set Up Assistant

Position Overview

Real Life Media Distribution is looking for a media set up assistant to help in general media needs. This position will be responsible for assisting in setting up media equipment for special events and meetings and serving as a company representative for assistance during these events. They are also responsible for troubleshooting with equipment and programs. Providing courteous and helpful support to organizers is a must. Other general duties would include assisting in the office with checking equipment, replacing cords and batteries and checking out of equipment.

Essential Job Functions

- Assist in setting up equipment for events and meetings
- Help with basic troubleshooting of equipment and programs at events
- Maintaining equipment and replacing needed batteries and cords
- Serve as a company representative for special events with equipment
- Provide courteous and helpful service

Other Necessary Skills

- Communication
- Stress Management
- Contribution to a Group Effort
- Marketable Skills
- Problem Solving

Eligibility: 4-H Intermediate category

Bring: Cover letter and Résumé for this position

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Sunnyside Elementary Position: Teacher's Assistant

Position Overview

Sunnyside Elementary is seeking a teacher's assistant for teachers in kindergarten through 2nd grade. The duties include: help with preparing crafts, organizing and cleaning the classrooms, helping to grade assignments, helping to read to the children, and working with teachers on special needs or events.

Essential Job Functions

- Preparing crafts and projects
- Assist in organizing and cleaning room
- Helping to grade assignments
- Helping to read to children
- Assist teachers in special needs and events

Other Necessary Skills

- Problem Solving
- Teamwork
- Communication
- Self-Responsibility
- Concern for Others

Eligibility: 4-H Intermediate category

Bring: Cover letter and Résumé for this position

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Full Bloom Gardening Company Position: Gardener

Position Overview

Full Bloom Gardening Company is looking for a gardener to join their team. This gardener will be responsible for a home's garden and working with the owner to complete a year around plan for their garden. This requires some horticulture knowledge or willingness to learn of seasons and planting. A garden guide book will also be provided. Other duties will be to plant and maintain the garden according to plan and address any plant health issues that arise.

Essential Job Functions

- Plan out the garden according to the seasons and the owner's desires
- Learn about plant seasons, planting and soil conditions
- Observe and treat for plant health
- Work with owner to install any garden decorations, such as fencing or stones
- Plant and maintain garden

Other Necessary Skills

- Learning to Learn
- Communication
- Planning/Organizing
- Decision Making
- Self-Responsibility

Eligibility: 4-H Intermediate category

Bring: Cover letter and Résumé for this position

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Village View Retirement Home Position: Elderly Assistant

Position Overview

Village View Retirement Home is looking for an individual to provide quality and caring assistance to the elderly. Daily duties would involve assisting in daily activities including walking, eating and socializing. The assistant would also help check on the elderly for health issues or concerns and report to nurses. A special duty of the assistant is to serve as a liaison between the home and the community. This role would organize volunteer groups and activities, create outreach programs with the community and determine new activities that would benefit members of the home.

Essential Job Functions

- Assist in daily duties of walking, feeding and socializing with the elderly
- Care for members by watching their health and reporting to nurses
- Determine new activities the home could do
- Coordinate volunteer groups and activities
- Create outreach programs

Other Necessary Skills

- Communication
- Community Service Volunteering
- Concern for Others
- Planning/Organizing
- Decision Making

Eligibility: 4-H Senior category

Bring: Cover letter and Résumé for this position

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Lily Valley Farms

Position: Produce Stand Attendant

Position Overview

Lily Valley Farms produces fresh vegetables and flowers for sale at local farmers markets. They are seeking an enthusiastic individual to assist in the sale of their products from their produce stand. The attendant would assist in setting up and manning the booth during Farmers Market hours. They would also sell and collect payment for products sold. They should be able to lift 30 pounds and be enthusiastic about the farm and its products. Nutrition education is a plus, or position will be trained on the nutritional qualities of vegetable products.

Essential Job Functions

- Set up display booths
- Manage booth during operating hours
- Manage the same and restocking of products
- Communicate nutrition and farm information to the public
- Be enthusiastic and motivated

Other Necessary Skills

- Self-Motivation
- Communication
- Healthy Lifestyle Choices
- Self-Responsibility
- Learning to Learn

Eligibility: 4-H Senior category

Bring: Cover letter and Résumé for this position

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Technology Zone

Position: Sales Associate

Position Overview

Technology Zone is looking for a motivated and enthusiastic sales associate to joining their sales team! Technology Zone has computers, stereos, televisions and other cutting edge equipment for sale and customer service repair. Our sales associate team promotes our products and helps customers find what best fits their needs and expectations. An associate should have exceptional customer service, be professional and have information about products, or be able to locate needed information. Associates also help in inventory, sales promotion ideas and serving as a cashier. An associate should keep records of sales for the associate performance program.

Essential Job Functions

- Promote products with exceptional customer service
- Learn about products and share information with customers
- Assist in sales at the cash register
- Generate ideas and work with sales promotions
- Keep accurate sales records

Other Necessary Skills

- Organization
- Self-motivation
- Communication
- Keeping Records
- Stress Management

Eligibility: 4-H Senior category

Bring: Cover letter and Résumé for this position

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