

Pennsylvania Farm Bureau – Position Description
COUNTY FARM-TASTIC BOOKS COORDINATOR

PURPOSE:

The purpose of the FARM-tastic Books Coordinator is to advocate for agricultural literacy and develop programs to promote the selected books.

RESPONSIBILITIES:

- Enthusiastically promote the FARM-tastic Books program.
- Surface schools, libraries, child care centers, etc to distribute books to.
- Develop marketing and fundraising plan for FARM-tastic Books program in local community.
- Report to the Board regularly in person and/or through written reports to Women's Leadership Committee Chairperson.
- Report to membership at county spring and annual meetings and through county newsletter.
- Carry out duties promptly and reliably.
- Be willing to participate in training programs and continue to learn on the job.
- Encourage members to be involved in the FARM-tastic Books program.

BASIC REQUIREMENTS:

- Member of Farm Bureau
- Familiar with the goals and policies of Farm Bureau and dedicated to achieving them
- Knowledgeable about Farm Bureau structure and how it functions

TRAINING:

Training will be offered to the FARM-tastic Books Coordinator as needed. Training will cover basic responsibilities, committee structure, program planning and motivating volunteers.

RESOURCES:

- Women's Leadership Committee Program Committee Director
- Regional Organizational Director
- State Women's Leadership Committee Chairperson
- State Women's Leadership Committee Members

*The FARM-tastic Books Coordinator is responsible to the County Women's Leadership Committee Chairperson.
The term of office is two years.*