

# County Committee Structure

## Purpose

The purpose of the Young Farmers and Ranchers Committee is to assist young farmers in solving problems, increase Farm Bureau exposure amongst young farmers, and develop leadership abilities in young men and women involved in agriculture.

The Young Farmers and Ranchers Program targets the participation of young adults between the ages of 18-35. YF&R is a group that facilitates professional development and social networking opportunities among young farmers, ranchers and people who work in agriculture-related jobs. YF&R is an opportunity for passionate agriculturists to connect with individuals who have the same professional interests and challenges.

## Getting Started

- A. Identify people in the community interested in the program.
- B. Select 3 - 5 couples, or single men and women to serve on the Young Farmers and Ranchers Committee.
- C. Arrange a meeting between the new Young Farmers and Ranchers Committee and the county Farm Bureau President and Manager.
- D. Select committee officers and assign responsibilities.
- E. Determine goals and objectives of committee.
- F. Create a budget.
- G. Outline a program of activities:
  - a. Number of meetings per year
  - b. Topics/activities for meetings
  - c. Dates and locations of meetings
- H. Report to county Farm Bureau Board of Directors

## Committee Structure

The Young Farmers and Ranchers Committee should be composed of 3 – 5 couples, or single men and women, between the ages of 18 and 35. This committee gives direction to any project or program that will encourage participation of young people in Farm Bureau.

The committee is appointed by the county Farm Bureau president with approval of the county Farm Bureau Board of Directors.

Members of the committee are appointed for a one-year term, and may be reappointed at the pleasure of the county president until their 36th birthday.

## Responsibilities

### I. County Farm Bureau President:

- A. Appoint the Young Farmers and Ranchers Committee.
- B. Select a chairperson and committee to serve.
- C. Notify committee members of their appointments.
- D. In coordination with the chairperson, outline responsibilities of the committee.
- E. Appoint the chairperson to an advisory position on the county Farm Bureau Board of Directors.
- F. Incorporate a Young Farmers and Ranchers report into each board meeting.

### II. Young Farmers and Ranchers Committee Chairperson:

- A. Build a working team.
- B. Be presiding officer and discussion leader.
- C. Be a team member, not just the chairperson.
- D. Be a leader and a stimulator – but not a director.
- E. Capitalize on members' interests and help them put their energy and enthusiasm to work accomplishing committee duties.
- F. Help committee develop understanding of its job and

responsibilities.

- G. Have practical knowledge of successful committee procedure.
- H. Help committee decide what it wants to accomplish, state objectives clearly, and make a plan of action to achieve them.
- I. Attend Statewide YF&R meetings and conferences and encourage others to participate.
- J. Work with State YF&R District Representative to ensure communication of state activities to full membership.

### III. Role of Chairperson In Committee Meetings:

- A. Have a definite agenda. State purpose of the meeting. Provide opportunity for members to add items to agenda before meeting proceeds.
- B. Stop aimless discussion by recommending and delegating further study in case committee cannot reach a decision.
- C. Speak clearly, keep control, and keep meeting moving.
- D. Avoid taking sides or expressing opinions. Offer information, raise questions, and provide opportunity for all views to be expressed.
- E. Strive for general agreement of members. Use motions when a vote is necessary to bring a decision.
- F. Check at end of meeting if members feel items have been adequately discussed.
- G. Appoint sub-committees as needed:
  - 1. Membership
  - 2. Fundraising

### IV. Responsibility To The County Board And Staff:

- A. Report to county Board of Directors monthly. The Vice Chairperson should attend at least one county Board meeting.
- B. Keep in constant communication with the county manager regarding upcoming events and responsibilities of the YF&R committee.
- C. Meet with county manager and State YF&R District

Representative to compile data and prepare report for monthly Board meeting.

D. Maintain a positive image of yourself and the Young Farmers and Ranchers program.

#### IV. Young Farmers and Ranchers Committee:

A. Plan and carry out programs and activities to benefit young farmers and ranchers of the county such as:

1. Policy Development
2. Financial Planning
3. Social Activities

B. Utilize resources of county Farm Bureau office to assist with meeting coordination, leadership development, and other areas.

C. Provide local media and Farm Bureau publications with information regarding Young Farmers and Ranchers activities.

D. Recommend individuals to the county Farm Bureau that are interested in serving on board committees such as:

1. Membership Development
2. Commodity Committees

E. Communicate with elected officials and their staff regarding issues relevant to agriculture, Farm Bureau, and Young Farmers and Ranchers.

## Achieving Success

- Encourage members to bring a new person to each meeting.
- Plan meetings with a topic or speaker that appeals to members and others involved in agriculture.
- Invite county Farm Bureau President and Board of Directors to Young Farmers and Ranchers meetings and activities.
- Work with the county Farm Bureau Manager, CFBF Field Representatives, and State Program Director to surface new ideas and schedule speakers.
- Spread activities throughout the entire calendar year.
- Remember it is about the **quality** of the program not the quantity!