



County Extension Committee Member

Role of the CEC

County Extension work includes educational programs and services provided by Extension educators in the areas of agriculture; agricultural finance; economic development; nutrition; leadership; environment and natural resources and youth leadership development including 4-H programs.

University of Minnesota Extension committees are authorized by Minnesota law to discern the particular needs of counties and to implement programs fulfilling the goals of the people of the county and of Extension.

Member Responsibilities:

Identify local community needs and link Extension resources by:

- Participating in meetings and Extension programs.
- Connecting Extension educators to relevant community partners.
- Assisting staff in determining local program priorities and collaborating with the regional director and stakeholders to support funding for local Extension staff.

Provide Extension support and advocacy by:

- Understanding Extension and educational programming, not just what is being offered locally.
- Encouraging Extension to address community issues in a comprehensive and interdisciplinary manner.
- Advising Extension in assessing and setting strategic priorities aligned with local needs.
- Providing feedback on educational programs and outreach efforts with the goal of improving local programs.
- Assisting in reviewing local programming and outreach to address current and potential constituents' interests and needs.
- Assisting Extension in marketing itself to local residents as a valuable community asset.
- Participating on interview committees for local positions when requested.
- Supporting new Extension personnel by making community introductions and assisting in effectively transitioning the program.
- Fostering relationships with elected officials and opinion leaders regarding Extension's educational programs and budget needs.

Steward resources effectively by:

- Assuring adequate resources for Extension to fulfill its mission in the county.
- Communicating the return on investment of Extension programs within the county and community.
- Recommending, supporting, and advocating for the county Extension annual budget request.
- Helping Extension establish and maintain appropriate office(s), equipment, and resources.

Committee Composition:

- The county must have an Extension committee with nine members:
 - Two members must be county commissioners appointed by the county board.
 - The County auditor or the auditor's designee must be a member and secretary of the committee.
 - Six members must be appointed at large by the county board.
 - Some committees include a youth representative, per county policy.
- The committee annually elects its own chair and vice-chair.
- Members may be reimbursed for expenses or receive a per diem allowance, per county policy.
- Committee membership should consider representation and inclusion of:
 - Racial and ethnic backgrounds
 - Social positions with respect to gender identity, sexual orientation, and disability
 - Age groups
 - Various community and work sectors, such as education, health care, natural resources, human services, agriculture, livestock, business, social services, food industry, etc.

Member Characteristics:

- An interest in Extension and greater community development.
- Eagerness to participate and have a learning mindset.
- A desire for stewardship, service, and action.
- Ability to express ideas and effectively communicate.

Time Commitment:

- 10-15 hours annually
- 3-6 meetings annually
- Term is three years and counties may determine the number of terms served

For more information, contact: camadou@umn.edu



UNIVERSITY OF MINNESOTA EXTENSION