



Prairie View A&M University  
Cooperative Extension Program

## ***Family and Consumer Sciences Program Area Committee Position Description***

**Title:** Texas Extension Family and Consumer Sciences Program Area Committee Member

**Family and Consumer Sciences Program Area Committee Advisor:** County Extension Agent – Family and Consumer Sciences

**Purpose of the Family and Consumer Sciences Program Area Committee:** To ensure that programs relevant to local needs are being developed and implemented.

**Benefits of serving on the Family and Consumer Sciences Program Area Committee:**

- Be a significant part of the educational process
- See the impact the family and consumer sciences program has in the county
- See the positive change in program participants
- The life you change may be your own

**Responsibilities of the Family and Consumer Sciences Program Area Committee:** The committee is responsible for educational programs associated with family and consumer sciences. Members typically serve for 3 years. The six specific functions of the committee are:

- To assist the county Extension agent (CEA) with the planning phase of programming.
- To assist the CEA with the implementation phase of programming.
- To assist the CEA with the evaluation phase of programming.
- To assist the CEA with the interpretation phase of programming.
- To assist the CEA with committee membership rotation to ensure optimum representation and diversity.
- To use the best management practices for financial management adopted by The Texas A&M University System and Texas Extension.

**Qualifications and special skills:**

- Resident of the community or county
- Interested in family and consumer sciences
- Have a broad, general perspective of the issues related to family and consumer sciences in the county
- Represent the program's targeted audience
- Have good visioning and communication skills
- Have an interest in the quality of life of the county

**Time required:** The committee usually meets two or three times a year. These meetings require 4 to 10 hours per year. In addition, about 10 hours may be needed to carry out individual responsibilities. Task force or coalition members who are appointed because of their expertise in a specific area will require more time.

**Resources and support available:** The county Extension staff will provide the training you need to be a successful Program Area Committee member. Additional information is available at <http://texasvolunteer.tamu.edu/>

**If interested, respond to:** The Texas Extension office in your county