COUNTY COORDINATOR LIST
(For 3 Agent Counties)

County: (county name)
Program Year: (year)

County Office/Support Staff Coordinator: (agent's name)

Responsibilities:
Secretary/Support Staff Supervision
Affirmative Action
Office Management
Office Staff Conference

County Fiscal Coordinator: (agent's name)

Responsibilities:
Fiscal Matters
Ordering Supplies
Office Petty Cash/Credit Card Management
Penalty Mail
Equipment Inventory

County Extension Council and Marketing Coordinator: (agent's name)

Responsibilities:
County & State Extension Councils
Program Development & Reporting
Mass Media
Legislative
Student Recruitment/Ag Alumni

Agent Signature: ________________________________ Date: ________________________________
Agent Signature: ________________________________ Date: ________________________________
Agent Signature: ________________________________ Date: ________________________________

Educational programs of the Kentucky Cooperative Extension Service serve all people regardless of race, color, age, sex, religion, disability, or national origin.
COUNTY COORDINATOR LIST
(For 2 or 4+ Agent Counties)

County: (county name)
Program Year: (year)

County Office/Support Staff Coordinator: (no more than 2 agents)

Responsibilities:
Secretary/Support Staff Supervision: (agent's name)
Affirmative Action: (agent's name)
Office Management: (agent's name)
Office Staff Conference: (agent's name)

County Fiscal Coordinator: (no more than 2 agents)

Responsibilities:
Fiscal Matters: (agent's name)
Ordering Supplies: (agent's name)
Office Petty Cash/Credit Card Mgt.: (agent's name)
Penalty Mail: (agent's name)
Equipment Inventory: (agent's name)

County Extension Council and Marketing Coordinator: (no more than 2 agents)

Responsibilities:
County & State Extension Councils: (agent's name)
Program Development & Reporting: (agent's name)
Mass Media: (agent's name)
Legislative: (agent's name)
Student Recruitment/Ag Alumni: (agent's name)

Agent Signature: ___________________________ Date: ___________________________
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