

Welcome to the 4-H Shooting Sports Coordinator Recertification

Wednesday, September 16, 2021

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Steve McKinley, 4-H Extension Specialist
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Agenda

- 4-H Shooting Sports Coordinator Policies/Handbook
- 4-H Shooting Sports exhibits
- Indiana 4-H Shooting Sports participation




Indiana 4-H Mission and Vision

Indiana 4-H Mission:

- The Indiana 4-H Youth Development mission is to provide real-life educational opportunities that develop young people who will have a positive impact in their communities and the world.

Indiana 4-H Vision:

- Indiana 4-H Youth Development strives to be the premier, community-based program empowering young people to reach their full potential.




4-H Mission Areas

- Science
- Healthy Living
- Civic Engagement/Leadership



Indiana 4-H Youth Development Strategy

- We will expand programming to reflect the population demographics, diverse needs and social conditions of Indiana as we strive for ongoing excellence in 4-H programs.
- We will expand volunteer recruitment strategies to recruit more diverse volunteers and provide all volunteers with meaningful development opportunities.
- We will work to develop skills in young people that will guide them to career interests and help them to be college ready.



Indiana 4-H Shooting Sports Coordinator Handbook

4-H Policy and Procedures	Managing the County Program	Running Meetings
Instructor Resources	Youth Resources	Youth Educator Responsibilities



Key Aspects of 4-H

1. Experience

2. Share

3. Process

4. Generalize

5. Apply

Experiential Learning Model

Plaffin, J.W., & Jones, J.E. "Reference Guide to Handbooks and Annals"
© 1988 John Wiley & Sons, Inc.
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Non-formal learning	Volunteers
Family Learning	Land Grant University
Delivery Methods	Positive Youth Development

PURDUE UNIVERSITY Extension - 4-H Youth Development

Certification Workshop

- Spring and Fall – all disciplines
- Fall – Coordinator training
- Ross Camp
- Coordinated by Indiana DNR and State 4-H Shooting Sports Instructors, <http://inhea.com/>
- Friday night through Sunday afternoon
 - Basics of 4-H, Shooting Sports, & teaching techniques
 - Discipline sessions
 - Practicums
 - Review and feedback

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 7

Coordinator Responsibilities

- Work closely with the county 4-H Youth Extension Educator.
- Coordinate the county 4-H Shooting Sports program.
- List all activities on the county *4-H Unit Activity Report Form*.
- Submit an annual financial report and have the finances audited every five years (and whenever there is a new treasurer).
- Complete the annual IRS filing requirements by May 15.
- Assist the 4-H Educator in keeping current documentation of **firearm inventory**, range plans, certified instructor list, member list.
 - Indiana 4-H Shooting Sports Inventory Worksheet completed annually by October 1 and updated throughout the year as needed.

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Handbook, pg. 8

4-H Shooting Sports Objectives

- To promote the highest standards of safety, sportsmanship, and ethical behavior, including sound decision making.
- To enhance development of self-concept, character, and personal growth through safe, educational, and socially acceptable involvement in shooting activity.
- To teach safe and responsible use of firearms and archery equipment, self-discipline, and concentration.

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 9

Policy Statement

- All Indiana 4-H Shooting Sports programs must have a certified 4-H Shooting Sports Coordinator.
- All 4-H shooting activities must be directly supervised by a certified Indiana 4-H Shooting Sports Instructor, teaching in only the discipline in which he/she holds certification.

purdue.ag/4hshootingssportsresources

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 10 & 11

Policy Statement

Prohibited activities:

- Arranging or conducting hunting activities with 4-H members
- Tree climbing or activities involving tree stands (instruction about this topic may be led by Outdoor Skills instructors)
- Reloading of firearm cartridges and shells
 - For safety reasons, cartridges and shells should be purchased from authorized manufacturers who apply industry standards in the manufacturing and loading process (except muzzleloaders, of course).
- Simulated combat sports
- Reactive targets

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 10 & 11, 15

4-H Volunteer Certification

- County** – Complete the Indiana 4-H Youth Development application/screening process and annual re-enrollment via 4-H Online; 4-H Educator will place volunteers in approved roles. **Must be an approved volunteer BEFORE participating in 4-H opportunities.**
- State** – Successful completion of the State 4-H Shooting Sports Certification Workshop – dates & registration at: purdue.ag/4hshootingssportsresources



Handbook, pg. 11


Policy Statement: volunteer requirements

Indiana 4-H Shooting Sports Certified Instructors

- Directly supervise activities for which they hold certification
- Responsible for teaching in only the discipline in which they are certified

Associate Instructors


- May assist a certified instructor on the range
- Any individual who works with the 4-H program should complete the volunteer screening process



Handbook, pg. 11

4-H Shooting Sports Volunteer Roles

- Certified to instruct youth in grades 3-12 enrolled in 4-H
- Provide education on safe and responsible handling of firearms and archery equipment
- Public shoots permissible only if certain parameters are met
- Roles with Hunter's Education, NRA, etc. are outside of 4-H Volunteer responsibilities



Handbook, pg. 12-13


Position Statement

Why does 4-H offer a shooting sports program?

Teaches self-confidence, personal discipline, responsibility, teamwork, and sportsmanship

Appeals to youth that may not be interested in other 4-H offerings

Teaches safe and ethical use of firearms



Handbook, pg. 14

4-H Shooting Sports Meetings

- Should be fun and educational
- Provide youth leadership roles
- Include year-round opportunities
- Review safety guidelines at ALL range meetings
- One (1) safety meeting *may* be required in 4-H Shooting Sports.
 - Safety meeting agenda must be approved, followed, and on file with Coordinator and 4-H Educator
 - Offer multiple dates and/or delivery options whenever possible


Note: Hunter Education (IDNR) may be recommended, but may not be required



Handbook, pg. 16 & 55-58

4-H Youth Extension Educator Responsibilities

Guidance and coordination of the county 4-H program	Working with the State 4-H Office	Volunteer screening, references, and placement
Sending potential Shooting Sports volunteers to certification workshops	Submitting required compliance statement and range plans to the State 4-H Office	Requests for Certificate of Insurance (RM 02)



Handbook, pg. 17, 106


Insurance

- **Liability** for employees & volunteers working within the scope of their duties – Purdue
- **Accident/injury** for 4-H members and approved volunteers – 4-H; Special Activities
- **Equipment and property** – County responsibility – what coverage do you have in place?


Handbook, pg. 27, 107


Insurance


- **Auto** – Personal vehicle policy
- **Range** – Property owner, Purdue Certificate of Insurance


Handbook, pg. 27, 107

Reporting Accidents/Incidents


- Arrange for appropriate medical care
- Report accident or incident to 4-H Shooting Sports Coordinator and 4-H Extension Educator
- Assist in completion of Accident/Incident Report Form (RM27)




Handbook, pg. 21

Health Forms


- Health forms should not be collected unless 4-H members are going on a trip
- Shooting Sports instructors may not collect health information – it is the parents' responsibility to let instructors know about possible issues
- You can invite parents to share any information that they think is important for you to know (e.g. food allergies & allergies to bee stings)



4-H Volunteers


**** Volunteers are the core of the county 4-H program ****

- All 4-H programs depend on the dedication, time, and involvement of volunteers
- 4-H Volunteers include: 4-H program and project volunteers and members of county Extension boards, county 4-H councils, county 4-H fair boards, and numerous other special support committees that provide support to the county program
- Shooting Sports: coordinator & discipline instructors


Handbook, pg. 17

Adult Behavioral Expectations

- Basic expectations of 4-H Volunteers
- Signed annually
- Reaffirms your commitment to the program
- Includes a "Use of Vehicles for University Business" policy and personal liability waiver
- Authorizes annual review of the state and national sex offender registries for each volunteer
- References 3-tier training: 4-H Orientation; Minors Safety and Child Abuse Reporting; Cultural Awareness


Handbook, pg. 94-95

4-H Web site: purdue.ag/4hshootingports

Projects – Healthy Living – Shooting Sports



PURDUE UNIVERSITY Extension - 4-H Youth Development

Instructors & Educators Web site

purdue.ag/4hshootingportsresources

Workshop Dates	Promotional Brochure
Policy Statement	Participation
Safety Meetings	Handbook

PURDUE UNIVERSITY Extension - 4-H Youth Development

Managing the County Program

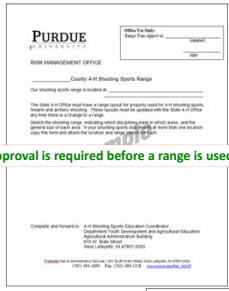
- Accident/Incident Report Form
- Equipment – inventory, insurance, storage, purchases, transportation
- FAQs
- General Requirements & Suggestions
- Managing 4-H Club Funds
- Patches
- Project Completion & Exhibition

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 21-45

Range Plans

- Current plan required for each range used in the program.
- Responsibility of the County 4-H Youth Extension Educator, but usually developed with the assistance of the Shooting Sports Coordinator and instructors.
- Educator and Coordinator should keep a copy.
- Used when a Certificate of Insurance is requested.



PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 44

Equipment Storage

- Must be in a locked/secure location accessible only to approved and authorized 4-H Volunteers and 4-H Extension Educator.
- Common locations include:
 - locked safe/trailer on fairgrounds
 - range where 4-H Shooting Sports activities occur
 - local law enforcement facilities
 - approved 4-H Shooting Sports Volunteers' property
- IF** firearms or other 4-H Shooting Sports equipment are stored at an approved 4-H Shooting Sports Volunteers' property, a letter listing the items that are stored there and certifying that the property owner's insurance company know about these items is required. (Template provided.)

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Handbook, pg. 27-29

4-H Club Resources/Fundraising


- 4-H Club resources, equipment and funds belong to the 4-H Program and its members.**
- Grants can support club efforts – work with Extension Educator for details.**
- Fundraising must...**
 - have prior approval from the Extension Office
 - be expended to further the 4-H educational program
 - not exploit the 4-H program

PURDUE UNIVERSITY Extension - 4-H Youth Development

Handbook, pg. 30


4-H Club Resources/Fundraising

- Raffles, lotteries, or games of chance are **NOT** approved fundraising options.
- If the 4-H Shooting Sports club is dissolved, funds and equipment revert to the Purdue County Extension Office for future 4-H programming in the county.


Handbook, pg. 30


Supervision of Youth

- Always have at least two approved 4-H Volunteers with the group
- Adults should not be alone in a room (or car) with a 4-H member that is unrelated to them
- There is no set ratio for adult/youth because the best ratio depends upon:
 - The type of activity
 - Number of participants
 - Age of participants



Handbook, pg. 30


Shooting Sports during a Pandemic


- Flexibility, adaptability, grace
- Hybrid model – virtual and in person options
- Safety plans – work with 4-H Educator and county health department
 - Face covering, social distancing, sanitizing, etc.
- Interaction
- Communication
- Creativity


Handbook, pg. 30

Running Meetings







Handbook, pg. 47-59


Instructor Resources

<ul style="list-style-type: none"> • 4-H Opportunities • Bullying • Ages & Stages • Real Colors Training • Eye Dominance • Does 4-H Make a Difference? • Essential Elements of 4-H • Experiential Learning • Family Involvement • How Do Questions Enhance Performance? 	<ul style="list-style-type: none"> • Meeting Activities • NRA & NSSF • Non-Threatening, Hands-on Instruction • Participation of Fathers • Publications • Raising Responsible Youth • Shooters with Disabilities • Youth and Violence • Indiana 4-H Program Guidelines
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Handbook, pg. 61-90

Essential Elements of 4-H

<h4>Belonging</h4> <ul style="list-style-type: none"> • Positive relationship with a caring adult • An inclusive environment • A safe environment 	<h4>Mastery</h4> <ul style="list-style-type: none"> • Engagement in learning • Opportunity for mastery
<h4>Independence</h4> <ul style="list-style-type: none"> • Opportunity to see oneself as an active participant in the future • Opportunity for self-determination 	<h4>Generosity</h4> <ul style="list-style-type: none"> • Opportunity to value and practice service for others


Handbook, pg. 69-70

Youth Resources

- Exhibit Guidelines
- Indiana 4-H Shooting Sports Manual
- Meeting Log
- Poster Exhibit Guidelines and Suggestions
- Record Sheets

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Handbook, pg. 97 - 103

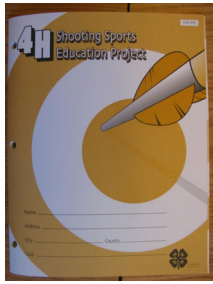
4-H Shooting Sports Exhibit Guidelines

- Grade: 3rd - 5th**
 - 22" x 28" poster showing what you learned in the 4-H shooting sports project.
- Grade: 6th - 8th**
 - Poster, notebook, small project or model no larger than 18" x 18" x 36"
- Grade: 9th - 12th**
 - Poster, project or model (any size), or notebook
 - Independent Study - Mentoring

Handbook, pg. 97-98

4-H Shooting Sports Manuals

- Introductory Information
- Activities for all Disciplines
- Pub # 4-H-950
- 10 for \$25
- Order via Extension Office




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Handbook, pg. 99




4-H Volunteer Recognition

- Indiana 4-H Volunteer Awards of Excellence
- Youth and Adult Volunteers
- Categories: 4-H Club, Science, Healthy Living, Civic Engagement/Leadership, Animal Science, Youth and Adult Partnerships
- Cash awards for further education or 4-H program
- Nominations due August 15 via 4-H Online – who would you like to nominate for 2022??




2021 4-H Project Participation

1. Swine: 7,698	9. Rabbits: 4,012
2. Foods & Nutrition: 7,256	10. Beef: 3,699
3. Shooting Sports: 6,815	11. Sewing: 3,169
4. Goats: 6,593	12. Sheep: 3,028
5. Photography: 5,909	13. Junior Leaders: 2,878
6. Arts & Crafts: 5,177	14. Electric: 2,320
7. Poultry: 4,211	15. Woodworking: 2,262
8. Horse & Pony: 4,026	16. Dogs: 2,209



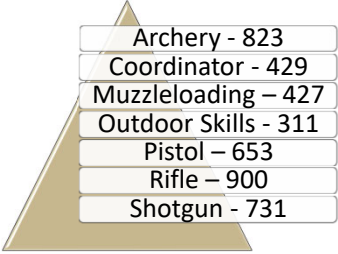
Top 10 County 4-H Shooting Sports Enrollments (2021)

518 • Elkhart	110 • Hamilton
260 • Boone	102 • White
215 • Hendricks	92 • LaPorte
126 • Putnam	85 • Wells
115 • Adams	78 • St. Joseph




Certified Indiana SS Instructors

April, 2021
 IN Instructors: 2,949
 Total certifications: 4,261
 (1.44 certifications/person)

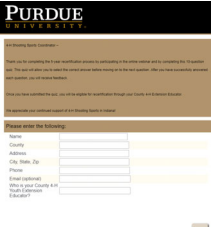



Archery - 823
Coordinator - 429
Muzzleloading - 427
Outdoor Skills - 311
Pistol - 653
Rifle - 900
Shotgun - 731




Recertification Quiz

- When you are ready to take the recertification quiz click on this link: <https://bit.ly/21SSRecert>
- There are 10 questions.
- Click on the correct answer before you move to the next question. Feedback is provided once you have the correct answer.

Recertification Quiz

- This is an open-book/notes quiz
- We will e-mail you to let you know your status once the quiz is graded
- Provide an e-mail address in the quiz for quicker notification



Questions?

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Thank You!

