



# 4-H Council Handbook Overview

## 4-H Council Handbook Tip Sheet

### Purpose of 4-H Council Handbook

Each local 4-H Youth Development Program is guided by a group of local decision makers who serve on a 4-H Council (or similar group). These decision makers work closely with the County 4-H Youth Development Extension Educator to help the 4-H program achieve the mission of 4-H and the Extension Service.

The 4-H Council Handbook is designed to help those 4-H decision makers contribute to the development of a quality 4-H Youth Development Program in their local communities.

### Table of Contents

The 4-H Council Handbook contains the following main sections:

- Introduction
  - Overview of the 4-H Council Handbook
- Organizational Overview
  - Basics of Extension and the 4-H Youth Development Program
- 4-H Youth Development Council Structure
  - Purpose, goals, membership, and responsibilities of the 4-H Council
- 4-H Youth Development Council Functions
  - Review of the 7 primary functions of a 4-H Council: program planning, audience development, volunteer staff development, resource development, resource accountability, program visibility, and interagency programming
- Key People in the 4-H Youth Development Program
  - Outline of the roles of volunteers and paid Extension staff at the county and state levels

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## Resources Available

The following resources are available to members of the 4-H Council:

- The 4-H Youth Development Council Handbook is provided as a web-based resource. The Handbook can be accessed from the Volunteer tab of the Indiana 4-H Youth Development website at: <https://extension.purdue.edu/4h/Pages/CouncilHandbook.aspx>
- A video is available on the 4-H Council Handbook home page to provide a brief overview of the 4-H Council Handbook and how it can be used most effectively.
- At the bottom of the same page is a link to a PDF of the content of the 4-H Council Handbook for those who would like to have a printed copy of the materials.
- A series of “4-H Council Handbook Tip Sheets” and Infographics has been developed to enable Extension Staff and Council Members to review individual sections of the Handbook in a more manageable format. These Tip Sheets can serve as a resource to share during regularly scheduled 4-H Council meetings, or at specially called 4-H Council training sessions. You’ll find the tip sheets and infographics in “Training Materials” tab under the Menu heading

*To learn more about the Indiana 4-H Youth Development Council Handbook, please visit the Introduction section (<http://bit.ly/4HHandbookIntro>).*