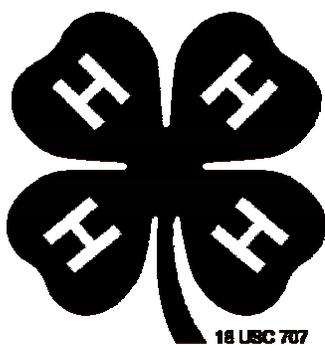


***Welcome to 4-H!***  
***Family Resource***  
***Guide***  
***<NAME> County***



Purdue Cooperative Extension Service

<County>

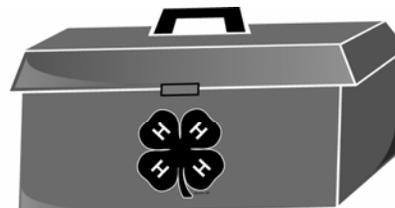
<Address>

<Phone/Fax>

<Website Address>

**VOLUNTEER** **IN**

4-H Toolkit for Success



## **Welcome to <NAME> County 4-H!**

*<Insert introduction from County 4-H Youth Development Extension Educator to describe the purpose of this publication.>*

### **Indiana 4-H Youth Development Program Philosophy**

The Indiana 4-H Youth Development Program serves the youth of Indiana by providing strong educational opportunities. 4-H delivers educational experiences in a variety of settings. Caring, capable, and contributing adults assist in the 4-H Program as positive role models for young people. We treasure the rich heritage of 4-H and want to ensure that 4-H is available to future generations of Indiana youth.

This resource guide outlines certain standards and guidelines followed within the 4-H Youth Development Program. County 4-H policy is guided by the <NAME> County 4-H Council/Association. Legal authority for the 4-H Program rest with the Director of the Cooperative Extension Service at Purdue University. No county 4-H policy may conflict with State 4-H policy or federal requirements.

It is the policy of 4-H to include as many youth as possible. No county policy or practice should be used to arbitrarily exclude youth from membership. Youth should participate in 4-H youth development opportunities at levels and times that best suit the youth's development and support the family involvement.



## 4-H Traditions

### 4-H Pledge

4-H Members are encouraged to learn the 4-H pledge that is recited at the beginning of each 4-H meeting.

I pledge-        My Head to clearer thinking,  
                       My Heart to greater loyalty,  
                       My Hands to larger service, and  
                       My Health to better living, for  
                       My Club, my Community, my County, and my World.

### 4-H Emblem

The national 4-H emblem is a four-leaf clover with the letter *H* on each leaf.



Guidelines for the use of the 4-H Name & Emblem are available at the County Extension Office or by visiting the National 4-H Headquarters Web site: <http://www.national4-headquarters.gov/index.htm>

### 4-H Slogan

“Learn by Doing”

### 4-H Motto

The national 4-H motto, “To Make the Best Better,” is the objective of every member and volunteer.

### 4-H Colors

Green and white are the 4-H colors. The white background of the flag symbolizes purity; the green 4-H emblem is nature’s most common color in the great outdoors and is the color of springtime, life, and youth.

### Mission of 4-H

To help youth and volunteers in their development through experiential programs using the knowledge and educational base of Purdue University, the land grant university in Indiana, and the United States Department of Agriculture.



## What is 4-H?

4-H is a youth organization that belongs to the members, their families and other interested adults who serve as volunteers. Professional leadership is given by Cooperative Extension Service faculty of Purdue University. Support for 4-H programs is a joint effort of the local county government, Purdue University, and the United States Department of Agriculture.

4-H is young people sharing, doing, and learning together in all kinds of projects, events and activities in nonformal situations with guidance from their families and other adult volunteers. Members choose a project or projects that meet their needs and the places where they live. Group activities and events such as drama, trips, camps, fairs, shows, and conferences provide additional opportunities and learning experiences.

4-H is open to all youth and adults regardless of their ethnic background, race or personal creed. Most 4-H clubs have meetings for the entire membership once a month. During these business meetings, decisions are made relative to group-sponsored activities, community service efforts, project opportunities, fund-raising efforts, etc.

## Purpose of 4-H

The purpose of 4-H is two-fold:

- To provide opportunity for parents and other interested adults to work with youth in their development.
- To provide real life experience for youth through a fun, action-oriented, and practical program.

The major focus of 4-H should be on the activities of the local 4-H club. Volunteers and youth plan and carry out organized learning experiences for the 4-H club. The many county and state activities are secondary. Their purposes should be one of supplementing and supporting local club programs.

## Why and when did 4-H originate?

4-H work, as we know it, began around 1900 as a means of reaching parents with improved farm and home practices. American farms had experienced poor economic times for 30 years. It was risky business for them to try a new recommended farm practice. In 1902, a few Midwestern school teachers developed some crop demonstrations with their students who in turn shared the techniques with their parents.

These school projects developed small groups covering a single topic such as beef, corn, gardening, and canning. By 1909 some were called 3-H clubs and in 1911 the name 4-H was finally adopted.



## How do children and youth benefit from 4-H membership?

Through the eyes of a young person, a 4-H member will:

- Learn, make, or do things that appeal to them and are meaningful to them.
- Make friends, belong to a group, and give and receive acceptance and affection.
- Have a good time, which makes learning appealing and enjoyable.

Through the eyes of an adult, each 4-H member will one day become a contributing and caring adult in his/her community because of the knowledge and life skills they learned in 4-H. These members will learn how to:

- Develop an inquiring mind and a desire to learn.
- Make decisions and solve problems.
- Relate to and work with other people.
- Develop a concern for their community and the people in it.
- Build their self-confidence.

## 4-H Enrollment for Your County

### **Membership**

- *<Add your County Membership Information>*

### **Deadlines**

- *<Add Deadline dates for the year>*

## 4-H Terms

### **Completion**

- Completion in 4-H is achieved when a 4-H member enrolls in 4-H, selects and prepares a project, and submits a finished record sheet of his or her accomplishments.

### **Exhibition**

- Exhibition in 4-H is the culmination of 4-H project work, often held in conjunction with the County 4-H Fair. Each project submitted for exhibition is evaluated on the degree to which it meets project requirements.

### **Newsletters**

- The County 4-H newsletter is mailed to every 4-H family. This gives information about county-level 4-H meetings and activities offered to 4-H members, leaders, and parents. For most events, this will be your only source of information.

### **Constitution & By-laws**

- 4-H clubs may have a set of written rules for the operation of the club called the constitution and by-laws.

### **Enrollment Forms**

- A form each member submits at the beginning of the 4-H year to join a 4-H club. The individual 4-H projects to select for the year are listed on this form.



### **4-H Guideline/Rule Books**

- The booklet which list the <NAME> County Fair Classes and Rules for entry. A new book is published annually. It is very important that all 4-H families read and are familiar with this book.

### **Project Manuals**

- 4-H member and leader guides are typically written by university specialists and serve as suggestions of areas to study in your 4-H projects. These manuals typically contain a record sheet with a set of questions for the member to record his or her experiences in the project.

### **“My Record of Achievement”**

- This is a form on which the member records his or her projects and describes the member’s experiences and knowledge gained. Members also record the activities, meetings, and committees they have participated in during the year. An example and directions for completion is available from the County Extension Office

## **Who’s Who in <NAME> County**

### **Local Level**

#### **4-H Member**

- Anyone in grades 3-12 who participates in a local 4-H group or activity.

#### **Organizational Leader**

- A volunteer who is responsible for the organizational part of the club.

#### **Project Leader**

- A volunteer who helps 4-H members as they learn, make or do something. This person can be a 4-H parent who agrees to help with a project. It may also be a Junior Leader or a person from the community who has knowledge in a particular subject matter area.

#### **Activity Leader**

- A volunteer who is responsible for organizing and conducting special club activities.

#### **Junior Leader**

- A 4-H member who is in the 7<sup>th</sup> -12<sup>th</sup> grade and is willing to assume additional leadership roles on within the local and/or county 4-H program. Jr. Leaders take an active role in helping the younger members in the club. By doing this, they grow, mature, and learn leadership skills.



## Parents

- Parents are very important to the success their children will have in the 4-H Program. Parents are encouraged to attend monthly meetings and project meetings with their children. All countywide events are open and parents are encouraged to attend.

## County Level

### Resource Leader or Project Superintendent

- Is a volunteer who is willing to answer project or activity questions for other volunteer leaders or 4-H members.

### 4-H Council/4-H Association

- This is the 4-H policy-making group, as well as the private funding source for a number of county-level 4-H programs. This group meets <INCLUDE LOCAL MEETING DAY/TIME>.

### Extension Educators and Staff

- They are the professionals who guide, teach, and administer the 4-H Program. They are staff members of Purdue University.

## State Level

### Purdue University

- Purdue is a land-grant university that has the responsibility for taking education to the people of the state. The 4-H Youth Development Program is part of the directive in the Youth Development and Agricultural Education Department.

### Program Leader

- The State 4-H Youth Development Program Leader has the responsibility for 4-H programming at the state level.

### State Specialists

- State Specialists have responsibility for the 4-H Youth Development Program on a statewide basis. Each specialist is responsible for a specific part of the total 4-H Program. They are based at Purdue University and are under the direction of the State 4-H Youth Development Program Leader.

### Indiana 4-H Foundation

- This nonprofit organization works to provide additional resources for the 4-H Program. They sponsor scholarships, fund county and state programs, finance the State 4-H Volunteer recognition program, and support educational awards trips for outstanding youth on the state level. Forms for donations are available at the County Extension Office. They also sponsor the 4-H license plate program. Contact the Extension office for information about license plates for your vehicles.



## 4-H Project Information

*<Insert information relevant to your county.>*

**<Insert directions to the County Extension Office and any other important County information.>**

