

# Teton County

## 4-H

# Parent and

# Member Guide

*This document can be found online at [www.tetonwyo.org/4H](http://www.tetonwyo.org/4H)*



UNIVERSITY  
OF WYOMING  
Cooperative Extension Service

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## Welcome to 4-H!

The purpose of this guide is to help you learn more about 4-H and how to help your child have a positive experience in 4-H. Use this booklet as a tool to familiarize yourself with the 4-H youth development program.

As your family goes through the 4-H year, you may find you have questions about specific activities or events, or expectations of your family. Please be sure to keep the lines of communication open with your 4-H club/group volunteer leader(s) and/or contact your local University of Wyoming Extension Office.

## What is 4-H?

4-H is an informal, practical, learn by doing, educational program for youth. The purpose of 4-H is to help youth acquire knowledge, develop life skills, and form attitudes that will enable them to become self-directing, productive members of society. In order to participate in 4-H, members must be between 8 and 18 as of January 1<sup>st</sup> of the current 4-H year. The 4-H year begins October 1 and ends September 30 each year.

## 4-H Organization

4-H is a unique organization in that it gets its sustainability and depth of membership from its uniqueness in each county. There are so many interests within 4-H, that it is up to the individual, counties, clubs, and members to implement what works best while keeping in mind the youth development ideals of the 4-H program.

Every member must belong to an organized 4-H Club. The club meetings give members an opportunity to meet new people, work toward common goals, and interact with a variety of groups. It is also important to attend the club meetings, as this is where members will learn about all of the current activities, workshops, camps, deadlines, etc. 4-H leaders will be happy to answer any question that members and parents may have about 4-H.

## 4-H Parents or Supportive Adults

*Today's 4-H member may not live in a traditional two parent family. The term parent is intended to refer to the adult supporting a child's participation in 4-H, school or community activities. This could be a mother, father, aunt, uncle, grandparent, guardian, sibling or another caring adult*

## Supportive Adults are Encouraged to:

- ✿ Take time to learn about 4-H, what it stands for, and how it operates.
- ✿ Help the 4-H member select a project of interest to the child and his/her family. The member's ability and the resources needed to complete the project need to be considered.
- ✿ Show an interest and enthusiasm for the 4-H member's selected 4-H projects. Plan project work throughout the year, rather than waiting until the last minute.
- ✿ Help the 4-H member participate in county, regional, and state events, such as public presentations, camp, fair, and project workshops.
- ✿ Keep the purpose of 4-H in mind. The project is a teaching tool and method to provide the member a learning experience. It is more important to involve the 4-H member in a learning experience to gain life skills than to prepare a perfect project display for the fair.
- ✿ Celebrate the 4-H member's successes, and learn from their mistakes. Whatever the rating or score, help the 4-H member see the progress made, things learned, and goals reached.

### Local 4-H Club Information

*My Child's 4-H Club Name:* \_\_\_\_\_

*Location of Meetings:* \_\_\_\_\_

*Meeting Time/Date:* \_\_\_\_\_

*Club Volunteer Leader(s):*

*Name:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Cell Phone:* \_\_\_\_\_

*e-mail:* \_\_\_\_\_

*Club Volunteer Leader(s):*

*Name:* \_\_\_\_\_

*Phone:* \_\_\_\_\_ *Cell Phone:* \_\_\_\_\_

*e-mail:* \_\_\_\_\_

## Role Description: 4-H Parent or Supportive Adult

**Purpose:** To assist and support their child and other children in the 4-H club.

**Success Criteria:** Through the experiential learning (hands-on learning) process, the children in the 4-H club will gain knowledge and skills to positively and successfully respond to life's varying situations.

**Responsibilities:** To assist or encourage their child and other children in the club to:

- ✿ Set realistic project and achievement goals
- ✿ Accomplish those goals, where appropriate
- ✿ Participate in club, regional, state, national, and international programs
- ✿ Use positive reinforcement of each child's part in the group
- ✿ Provide transportation to and from meetings and special activities
- ✿ Attend meetings and special events of the club or group

To complete a parent volunteer survey and/or discuss with the 4-H leader, the areas where you could assist the club. Depending on the time that you have available, you may:

- ✿ Plan and facilitate special events for the club or group
- ✿ Learn about the developmental needs of the different ages of children in the club or group
- ✿ Make phone calls
- ✿ Lend use of home for meetings
- ✿ Serve as a project leader or helper in one or more project areas
- ✿ Assist with meetings or special events (tours, fund raisers, fairs, etc.)
- ✿ Serve as an adult advisor to one or more committees

**Time Required:** Approximately 1-5 hours per month (providing transportation, attending meetings, helping child with projects or activity work; varies according to task)

**Target Dates:** September through August

**Resources Available:** Volunteer Application Process materials

Volunteer Leader Totes

4-H Club Yearly Book

e-learning online training

**Training Opportunities:** County, Regional, State, and National trainings

**Report to:** 4-H club organizational leader or 4-H club project leader

**For Questions, contact:** 4-H club organizational leader or 4-H Extension Youth staff

## Facts about 4-H

### Our Mission:

To help youth learn skills for living.

### Symbol:



Fact: The 4-H emblem is federally protected under Section 18 US Code 707 and belongs to the Congress of the United States. The official emblem is green with white H's – the 4-H colors.

The 4-H Name and Emblem is a highly valued mark within our country's history. It is in a category similar to the Presidential seal and the Olympic Emblem. It has federal protection deemed higher than a trademark or copyright. The United States Secretary of Agriculture oversees usage of the 4-H Name and Emblem.

The official 4-H Emblem is a clover with four leaves and an "H" on each leaf. The clover's stem must point to the right. The 4-H emblem should appear in specific colors and in its entirety. No text or graphics may be superimposed over the top of one of the leaves nor may it appear as a watermark behind other information.

A 4-H member or volunteer is permitted to use the 4-H Name and Emblem once a program charter is issued to their recognized 4-H club. Commercial vendors, private organizations, or other entities need to contact the local Extension office to determine steps necessary to use the 4-H Name and Emblem. Extensive penalties may be given for unauthorized use of the 4-H Name and Emblem.

For more information, contact your local Extension office.

### Colors:

White

Symbolizes purity

Green

Stands for life, springtime, and youth

**4-H Pledge:**

**“I Pledge**

**My Head to clearer thinking,**  
(right hand points to forehead)



The 4-H pledge tells what 4-H is all about. 4-H has, as its goal, the four-fold development of youth: Head, Heart, Hands, and Health. Saying the pledge has a prominent place in 4-H activities, at regular 4-H meetings, achievement days, other club events, and county, state, and national events.

**My Heart to greater loyalty,**  
(right hand over heart)



**My Hands to larger service,**  
(arms slightly bent to front with palms up)



**And my Health to better living,**  
(arms at sides)



**for my club, my community, my country, and my world.”**

## 4-H Motto

“To Make the Best Better”

The intent of the motto is to inspire young people to continue to learn and grow, to make their best efforts better through participation in educational experiences where they gain knowledge, values and skills.

## CHARACTER COUNTS! in 4-H

CHARACTER COUNTS! is the nation’s most widely used character-development framework. Wyoming 4-H has adopted this framework in all areas of programming. 4-H educators, leaders and volunteers are encouraged to create an environment in which character counts in the club, county, and state.

**TRUSTWORTHINESS      RESPECT      RESPONSIBILITY**  
**FAIRNESS      CARING      CITIZENSHIP**



## Volunteer 4-H Leaders

Adult volunteer leaders are the mainstay of the 4-H program. They have been screened and have received training on being a 4-H leader. Depending on their role, volunteer leaders, coordinate programs and activities as planned by the club, work with club officers in helping them conduct monthly meetings, and help members and parents follow through with responsibilities they have accepted. Volunteer leaders also keep in contact with the 4-H Educator and Extension office in order to stay up to date with current information.

### You can expect your club leader to:

- ✳ Find answers to 4-H questions.
- ✳ Distribute 4-H materials in a timely fashion.
- ✳ Be courteous, helpful and respectful.
- ✳ Provide an organized structure for club meetings and activities.
- ✳ Help officers plan creative, fun meetings.
- ✳ Assist members to learn leadership skills
- ✳ Encourage all members to set realistic goals and work toward completing them.
- ✳ Be a positive role model.
- ✳ Create an awareness of resources and opportunities available to 4-H members.
- ✳ Reflect and celebrate successes, even small ones

## What's Expected of Your Child in 4-H?

Wyoming 4-H does not require that any one task be completed in order to "complete" the 4-H year. However, an Achievement Program is in place to recognize and reward individual efforts and contributions of each youth enrolled. The following information will give more details related to the achievement program.

Members will be recognized in one of the following three areas annually:

**Membership Recognition**—The member has turned in all required enrollment forms and has behaved in an appropriate manner at all 4-H activities, events, and meetings. Member is also enrolled in at least one project and at least one club.

**Silver Recognition**—In addition to the requirements of Membership Recognition, the member has exhibited what he/she has learned at some point in the year, and has provided documentation of setting goals, knowledge/skills gained, and participation in project.

**Gold Recognition**—In addition to the requirements of Membership Recognition, the member has exhibited what he/she has learned at some point in the year, and has provided documentation of participation in all essential elements of positive youth development: setting goals, knowledge/skills gained, recognition, leadership, community service, and participation.

The ultimate achievement for a 4-H member is to be included in the Wyoming 4-H Honors Club.

**Wyoming 4-H Honors Club**—In order to be included in the Honors Club, members must have shown that they have taken advantage of the opportunities in 4-H over several years. This is based on a points system. Each year a member attains silver recognition they receive 1 point, and each year a member attains gold recognition they receive 3 points. Once a member obtains a total of 19 points they will be included in the Wyoming Honors Club.

## What is a Record Book?

One of the most important aspects of 4-H is to learn the skills necessary to become a productive citizen. Record keeping becomes an important skill that is used to reinforce growth while teaching members the importance of keeping good records. These records help members to set goals, keep track of activities, and reflect on what they have learned in the year. The Record Book is also what is judged to determine the level of recognition mentioned above.

There are several benefits to keeping good 4-H records through the entire 4-H career. First, as members enter their senior years of 4-H there are several opportunities to travel throughout the United States. Many of these trips are based on 4-H records that date back to the beginning of the 4-H career. There are also scholarships available for members that plan to attend a college or university. By keeping good records 4-H members will be able to track their leadership, community service, and other activities that most applications ask for.

## Where to Get Further Information

### Local University of Wyoming Extension Office

*County:* \_\_\_\_\_

*Address:* \_\_\_\_\_ *Office Hours:* \_\_\_\_\_

\_\_\_\_\_

*Phone:* \_\_\_\_\_ *fax:* \_\_\_\_\_

*Web Address:* \_\_\_\_\_

*County Extension Chair:* \_\_\_\_\_

*4-H Youth Development Educator:* \_\_\_\_\_

*Office Staff:* \_\_\_\_\_

*Office Staff:* \_\_\_\_\_

*County Newsletter:* \_\_\_\_\_ *How often received:* \_\_\_\_\_

*Delivery method:*  *Mail*  *e-mail*  *website*  *other*

Wyoming 4-H Website: [www.wyoming4h.org](http://www.wyoming4h.org)

Teton County 4-H Website: [www.tetonwyo.org/4h](http://www.tetonwyo.org/4h)

## What is University of Wyoming Extension?

Cooperative Extension is a unique achievement in education because it functions as a partnership between local people, county government, the state university and the federal government. While it fulfilled primarily agriculture needs early in this century, it now helps more sectors of society to confront new problems and educational needs. Today Cooperative Extension is aggressively changing to meet the complex needs and priorities of Wyoming people in their communities.

Cooperative Extension Faculty and Staff are based in 23 counties and on the University of Wyoming campus, as well as the Wind River Reservation. They deliver educational programs in four major areas: Agriculture and Natural Resources, Food Safety and Nutrition, 4-H Youth Development, and Community Development.

## What is a 4-H Youth Development Educator?

A 4-H Educator is an employee of the University of Wyoming, hired by the University and Teton County. The responsibilities of the Educator are many. They provide:

- ✿ Educational experiences for 4-H members and leaders that will contribute to the completion of 4-H goals.
- ✿ Training and support to volunteer leaders as they guide youth in becoming productive citizens.
- ✿ Information on current 4-H policy, 4-H fundraising and reporting requirements
- ✿ Educational leadership in youth development subject matter to groups and individuals.

## 4-H Projects

A 4-H project is the topic or interest area members explore through hands-on activities, sequential learning experiences, goal setting, and evaluation. Necessary life skills, as well as project skills are emphasized in the project work. Project resource books are available to provide information to 4-H members and volunteers.

New 4-H members are encouraged to limit their project choices to best maximize their first year experience and not become overwhelmed with completing them. Members select new projects each year and may re-enroll in the same project for multiple years.

**Projects My Child Signed Up for:**

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## List of 4-H Projects

Aerospace	Computers	GIS/GPS
Market Beef	Pistol	Self-determined
Archery	Crocheting	Health
Market Sheep	Pocket Pets	Shotgun
Breeding Beef	Dairy Cattle	Horse Judging
Market Swine	Poultry	Sport fishing
Breeding Sheep	Dairy Goats	Horses
Meat Goats	Quilting	Vegetable Judging
Breeding Swine	Dogs	Horticulture
Meats Judging	Rabbits	Veterinary Science
Cake Decorating	Electricity	Hunting
Muzzleloading	Range Management	Visual Arts
Cats	Entomology	Interior Design
Nature and Ecology	Recreation	Web Pages
Child Development	Foods and Nutrition	Knitting
Fabric and Fashion	Rifle	Wildlife
Citizenship	Gardening	Leathercraft
Photography	Robotics	Woodworking
	Geology	Livestock Judging
	Ropercraft	Wool Judging

## Setting Goals

A goal-centered learning system is used by the 4-H program to help 4-H members get the most from their projects. An adult (club volunteer, project leader, or supportive adult) should assist the member in developing their plans for project learning. This system will allow the member to match their interests to what they want to learn and help them set their own pace for learning. As a result, they are likely to learn more than if an adult just tells them what they should do.

Project goals are like having a road map. They help members decide how to get from where they are to where they want to go. Setting SMART goals helps members assure goals are accomplished.

**S** – **Specific** – Explain exactly what is going to be done.

**M** – **Measurable** – What is the result? What will result from the action or what is intended to be done? Sometimes numbers are helpful in this step.

**A** – **Attainable** – Can this goal really be accomplished?



**R** – **Realistic** – Does the member have control over what happens in the goal? The 4-H member can control participating in this even, and making or doing something. However, members cannot control awards and recognition, like blue ribbons or grand champions, etc.



**T** – **Time Bound** – When will this goal be done? Set a realistic time to complete the goal

4-H project goals are recorded in the 4-H Record Book in the project specific pages. They should be set at the beginning of the 4-H year and used as reference throughout the year.

## 4-H Activities and Events

4-H is fun! Members not only belong to clubs, but may also participate in activities such as fairs, contests, camps, tours, participation days, exchanges, and statewide events. These activities are designed to supplement club and project experiences. They offer opportunities to learn and practice skills beyond the opportunities available in the local club. Activities also provide a means for members to meet 4-H'ers from other clubs, communities, counties, and states. The following is a list of events that are offered in many Wyoming Extension Offices.

- ✿ Judging Contests – may be livestock, horse, meat, produce, or another focused on other 4-H Projects.
- ✿ Public Presentation Contests
- ✿ 4-H Club Officer training
- ✿ Project Workshops
- ✿ Volunteer Leader training workshops
- ✿ National 4-H Week Promotion
- ✿ Recognition Events – Achievement Night, Leader Appreciation Night, etc.
- ✿ 4-H shows, Fairs and other 4-H Exhibitions
- ✿ For older youth – Jr. Leaders Club, Citizen Washington focus, 4-H Congress, National 4-H Conference
- ✿ Wyoming 4-H Showcase Showdown
- ✿ Wyoming State Fair and Rodeo
- ✿ Wyoming 4-H Shooting Sports Extravaganza
- ✿ State –wide project camps

Many other 4-H activities and events may be offered in your local Extension Office. There are also many opportunities offered in your region of the state, statewide and nationally. To find out about other opportunities of interest to you, contact your club leader, the local Extension office or website, and/or read your 4-H newsletter.

## 4-H Shows, Fairs, and Contests

Most Wyoming Cooperative Extension programs provide an opportunity for 4-H members to exhibit their projects. Members can showcase their 4-H projects at a 4-H sponsored show, fair or contest. It may be held in conjunction with the county fair or during a special 4-H event. For projects being displayed at the exhibit hall, "interview" judging is encouraged for use. With this method, someone discusses the 4-H project with the member and determines the quality of the exhibit and the member's knowledge learned, base upon standards for the project.

Date(s), Location(s), and Time(s) for my county's project judging days:

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## 4-H Show/Fair Book

4-H members and leaders are informed of exhibit opportunities, classes and exhibit requirements for the 4-H shows in the county Fair Book. Included in this book are the rules, regulations, health requirements for animal projects, schedules and other important information. This information is updated each year and is typically available in the late spring. 4-H members and families are encouraged to become familiar with the sections of the Fair Book that pertain to their project(s). As your 4-H leader or local Extension Office staff for a copy, so you may review the classes that are offered. (It may be helpful to save the fair book from year to year.) The fair book may be available on the web rather than in print form. If questions arise, contact your club leader or the local Extension office.

Where to find exhibit requirements in my county's fair book:

General requirements on page(s) \_\_\_\_\_

Project Exhibit Requirements on page(s) \_\_\_\_\_

## Resources to help 4-H Families:

- University of Wyoming 4-H website: [www.wyoming4h.org](http://www.wyoming4h.org)
- Teton County 4-H website: [www.tetonwyo.org/4h](http://www.tetonwyo.org/4h)
- University of Wyoming Cooperative Extension website: <http://ces.uwyo.edu/>
- Teton County 4-H Family Newsletter
- Teton County 4-H Calendar
- Teton County 4-H Handbook
- Teton County Fair Book
- National 4-H Volunteers website at [www.4volunteersusa.org](http://www.4volunteersusa.org)

### **Sources:**

States, M. & Seibold, S. (2009) 4-H Parent Handbook. University of Illinois Extension

Vardiman, R. (2009) Johnson County 4-H Member Handbook. University of Wyoming Cooperative Extension Service

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