

# Junior Leaders

INDIANA 4-H



## Jasper County

Name \_\_\_\_\_

Local Club Name \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_

Number of Years in Junior Leaders (include current year) \_\_\_\_\_

**This completed manual is due into Anna at the Extension Office by August 9<sup>th</sup>.**

\*\*\* You MUST have your leader fill out page 6! This may be done prior to the fair, in June. Manuals turned in without the leader evaluation will be considered incomplete!\*\*\*

## Why Join 4-H Junior Leaders?

Serving as a Junior Leader is an honor, an opportunity, and a **responsibility**. 4-H Clubs are most successful when your enthusiasm, energy, and ideas are combined with the experience of your Adult 4-H Leader or Junior Leader Advisor, other club members, and your Extension Educator.

Leadership is the ability to be able to influence the thinking and actions of people. It is the willingness to try a new job and see it through. Leadership does not depend upon the amount of talent you have, but upon what you do with your ability and how you get along with other people. YOU can be a leader if you have the desire, the willpower, and the urge to develop the qualities and characteristics that make a leader.

Your adult leader will supervise your work and be a source of help when you have questions or problems. However, they cannot make you a leader – you must develop yourself with the help of your leader.

To be a leader calls for the best that a person has to offer. It is a challenge TO LEARN< TO TRAIN< AND TO DEVELOP the natural talents that you may have. If you do this, you will have the respect of others, possess poise, have confidence, the ability to think clearly, and the skill to carry out the responsibility.

There are several reasons why you might want to be a 4-H Junior Leader:

- You can help younger 4-H members to have some of the same opportunities that you have had in 4-H Club work.
- You can help to develop a local and County 4-H Club program.
- You can develop your ability to work with others.
- You can make new friends.
- You may become eligible for 4-H trips, awards, and scholarships.
- You can develop your abilities to plan, to organize, and to reason.
- You can become better acquainted with the entire 4-H club program.
- You can be a leader in your community

## Junior Leaders as Mentors

Being a 4-H Junior Leader is a good way to serve as a mentor to one or two younger 4-H members. A mentor is a person who provides guidance and support to someone else. Mentors can help develop the capabilities and character of other 4-H'ers. They help younger members set goals for the year and assist them in reaching the goals they set.

Some of the characteristics good mentors have include setting their own personal goals, keeping promises and handling mistakes responsibly in their own lives. Mentors acknowledge the accomplishments of others and serve as informal coaches to others with which they work.

### **Jasper County Junior Leader Officers**

President  
Vice President  
Secretary  
Treasurer  
Recreation Chairs  
4-H Council Representatives (2)  
Fairboard Representatives (2)

## Eligibility Requirements

1. Enroll in 4-H for the current year.
2. Be in grades 7-12 as of the current school year.
3. Enroll in and complete at least one additional 4-H project.

## Membership Requirements

### Local

1. Member must actively participate in local club meetings during the current year.
2. With the assistance of the local 4-H Club Leader, member must complete at least **five** local club leadership activities. (Describe and have leader initial on page 4.)
3. Assist the 4-H Adult Leader in any way possible.

### County

1. Complete the local requirements listed above.
2. Attend at least **four** County Junior Leader meetings.
3. Actively assist as a Junior Leader with at least **seven** additional county, area, state, or national activities. (Describe on page 5.)
4. Pay Junior Leader Club dues, if any are assessed.
5. Complete record book, have leader fill out page 6 and sign, and turn in to the Extension Office by due date.
6. **IMPORTANT!! You are not considered complete unless pages 4-6 are filled out and turned in on time!** For those of you who like to be camp counselors, first consideration is given to those Jr. Leaders who complete their manual and turn it in on time.



**4-H Junior Leadership**  
**Activities within my Local 4-H Club**

Discuss with your Adult Leader, and together select at least **FIVE** activities of **greatest benefit** to your **4-H Club** and to your own **personal development**.

| <b>Activity you completed<br/>in your 4-H Club<br/>(not the Jr. Leader organization)</b>                               | <b>What did you do?<br/>Who did you help?</b> | <b>Date<br/>Completed</b> | <b>Initial of<br/>Adult 4-H<br/>Club<br/>Leader</b> |
|--|---|---------------------------|---|
| Publicize/Promote 4-H Club Work  |   |                           |   |
| Recruit new members  |   |                           |   |
| Help plan a 4-H project workshop for club  |   |                           |   |
| Assist with yearly program planning for your club  |   |                           |   |
| Assist 4-H members in project record keeping and completion of "My Record of 4-H Achievement."                         |   |                           |   |
| Assist interested members in preparing applications for State or National 4-H Awards/Trips                             |   |                           |   |
| Help train 4-H Club officers and members in parliamentary procedure  |   |                           |   |
| Give a worthwhile demonstration before your 4-H club<br>Topic: _____   |   |                           |   |
| Help 4-H members develop and present demonstrations  |   |                           |   |
| Make new 4-H Club members feel welcome, and a part of the 4-H club   |   |                           |   |
| Assist in obtaining transportation of 4-H members to meetings  |   |                           |   |
| Help plan a local 4-H Club community service project   |   |                           |   |
| Assist younger members in 4-H Activities   |   |                           |   |
| Assist with a party, tour or special meeting for your 4-H Club   |   |                           |   |
| Help raise money for your 4-H Club   |   |                           |   |
| Help 4-H Club members prepare exhibits for the fair  |   |                           |   |
| Assist with planning, cleanup & set up of your 4-H club meetings   |   |                           |   |
| Be an active officer/committee member of your local 4-H Club   |   |                           |   |
| Report to your club about 4-H events which you attended  |   |                           |   |
| Assist with planning and presentation of Health & Safety, Songs, Recreation, or Refreshments at your 4-H Club meetings |   |                           |   |
| Contact members about club activities  |   |                           |   |
| Speak about Jr. Leaders at a local club meeting  |   |                           |   |
| Other (Describe)   |   |                           |   |
| Other (Describe)   |   |                           |   |

## County 4-H Junior Leadership Activities

1. Check the following Jr. Leader monthly meetings which you attended (**4 are required**)

|               |             |              |              |                                |              |
|---------------|-------------|--------------|--------------|--------------------------------|--------------|
| ___ September | ___ October | ___ November | ___ December | ___ January                    | ___ February |
| ___ March     | ___ April   | ___ May      | ___ June     | Total Mtgs.<br>Attended<br>___ |              |

2. Describe the County 4-H and Special 4-H Jr. Leader activities in which you participated and had responsibilities during the past 4-H year in the table below. (**7 are required.**)

| County 4-H Activity<br>(These must be approved by Anna if you do something other than what is listed.)   | List the specific activity | Describe your role and/or responsibility |
|--|----------------------------|--|
| Serve as a Jr. Leader Officer (Pres., Vice-Pres., Sec., Treas.)  |                            |  |
| Serve as Fairboard Representative  |                            |  |
| Serve as 4-H Council Representative  |                            |  |
| Serve as 4-H Camp Counselor  |                            |  |
|  |                            |  |
| Jr. Leader Community Service activities (name activity - REMC meeting, Animal Shelter, Food Pantry, etc.)  |                            |  |
| Gave a demonstration, talk or speech about 4-H before a <b><u>non-4-H group</u></b> (give date, name of group and topic)<br>_____                        |                            |  |
| Assist with a county project workshop – name project   |                            |  |
| Took part in radio program/wrote newspaper article to promote 4-H – date<br>_____  |                            |  |
| Help with Mini 4-H Workshop  |                            |  |
| Work at Pre-Fair Set up/Clean-Up   |                            |  |
| Work at Project Check-in: Day/shift  |                            |  |
| Assist at pre-fair judging: Project  |                            |  |
| Exhibit Building set up (putting on ribbons, arranging exhibits, etc.)   |                            |  |
| Work at Post-Fair Clean-Up   |                            |  |
| Work at Livestock Check-in/Weigh-in (species & shift)  |                            |  |
| Work at 4-H Livestock shows (name show)  |                            |  |
| Work in Jr. Leader Concession Stand at County Fair (1 shift required, but no more than 3 shifts allowed for credit without prior approval) Shifts: _____ |                            |  |
| Work at the 4-H Livestock Auction (shift)  |                            |  |
| Exhibit Hall Building Watch (Host or Hostess) date   |                            |  |
| Assist with Geranium unloading and sorting   |                            |  |
| Other – describe – must o.k. with Anna for credit  |                            |  |
| Other – describe – must o.k. with Anna for credit  |                            |  |
| Other – describe – must o.k. with Anna for credit  |                            |  |
|  |                            |  |

## Local 4-H Club Leader Evaluation Check List

To the Adult Leader: Please evaluate this Junior Leader on the following areas. After completing the check sheet, discuss with the Junior Leader why you marked the sheet as you did. This will help them further develop their leadership abilities by helping them to recognize their strong and weak points.

|  | Yes | Some | No | Suggestions for Improvement? |
|--|-----|------|----|------------------------------|
| Showed patience and understanding in working with younger 4-H Club members |     |      |    |                              |
| Was willing to cooperate and work with other members                       |     |      |    |                              |
| Showed enthusiasm and transmitted it to other 4-H members                  |     |      |    |                              |
| Cooperated with other 4-H Junior Leaders and Adult Leaders                 |     |      |    |                              |
| Showed initiative in assuming responsibility                               |     |      |    |                              |
| Was conscientious in carrying out responsibilities                         |     |      |    |                              |
| Demonstrated ability to teach and train others                             |     |      |    |                              |
| Used his/her ability to plan and organize                                  |     |      |    |                              |

Other comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Leader Signature \_\_\_\_\_ Date \_\_\_\_\_  
 (Please date and initial activities the member completed within your 4-H club on page 4)

Jr. Leader Advisor comments: