



Inyo & Mono Counties
4-H Handbook
 For members and families

In this manual you will find:

- Information on the Inyo and Mono County 4-H Program
- The great opportunities that 4-H provides
- How to maximize your 4-H experience

Challenge: How many 4-H clovers can you find? Count how many are in this 4-H Handbook. Find the answer on the county 4-H website.



University of California Cooperative Extension
4-H Youth Development Program
Inyo and Mono Counties

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4-H Clover



The 4-H Emblem is a four-leaf clover with the letter “H” on each leaf. The leaves of the clover are green and the “H”s are white. White symbolizes purity and high ideals; green symbolizes nature’s most common color and represents youth, life, and growth. Did you know that the 4-H clover originally started off as a three-leaf clover until the fourth leaf was added in 1911? That changed happened when “health” was included with head, heart, and hands.

Welcome to 4-H!

4-H is an educational program for children 5 to 19 years old led by 4-H volunteers. 4-H members belong to a club, enroll in a project, keep records of goals, plans and progress, and give presentations and participate in competitions.

History of 4-H in California

Originally, 4-H was a club for boys and girls to learn the latest and best practices in agriculture. Since 1913, 4-H youth have brought information and innovative solutions to their families and communities, strengthening agricultural and technology.



4-H began in Inyo and Mono County in 1956. In 1952, Daris Aubrey, a high school student in Inyo County, sent a letter to the University of California asking them if a 4-H club could be started in Inyo County. Three years later, a Cooperative Extension office was opened in Bishop, and one year later, the Inyo and Mono 4-H Council charters were issued. One youth with the support of her family began the movement to bring 4-H to the Eastern Sierra!

Cooperative Extension (UCCE): is an organization sponsored by the University of California as part of a partnership between the University, the United States Department of Agriculture, and the local county government. Each UCCE County office houses the 4-H Program in space provided by the local county government

County Director: the UCCE County Director has leadership and responsibility for all county UCCE programs and employees

4-H Program Representative: represents the 4-H program in the day-to-day operations and decisions. He/she helps interpret 4-H policies and works directly with volunteers in the development of the 4-H program.

Citizenship, Leadership and Life Skills

All 4-H projects and activities should be designed to lead to the development of citizenship, leadership, or life skills. No matter the subject of the project, at least one of these skill areas should be a part of what members are learning. Learn more at: www.extension.iastate.edu/4h/explore/lifeskills.



Learn-by-doing

4-H promotes youth learning-by-doing and utilizes a methodology called Experiential Learning, which engages learners in an activity that:

- Is direct and hands-on
- Uses open-ended questions
- Allows discussion
- Results in reflections
- Makes connections



Learn more at: <http://4h.ucanr.edu/About/Mission/EL>.

4-H Community Clubs

A 4-H club is an organized group of 4-H members and leaders. Members and leaders meet regularly and have a planned program that is carried out through all or most of the year. 4-H clubs usually meet in the evenings and offer learning experiences and activities. The youth officers run the meetings, typically using parliamentary procedure. It is important for you to attend the monthly club meetings and be an active participant!

4-H Club Officers

4-H club officers are elected annually. Under the guidance of the 4-H community club leader, officers are responsible for a particular part of the 4-H club's function. Generally, 4-H clubs have a president, vice president, secretary, and treasurer. Other activities and events may be planned by a committee. Together, the 4-H club officer team is responsible for the administration of the 4-H club and its programs. Club officers plan and carry out community club meetings. This process engages officers by encouraging them to learn experientially. Check with your club leader on how to become an officer. For more information, read the 4-H Club Officer Manual at: <http://4h.ucanr.edu/Programs/Clubs/Officers>

4-H Community Club Leader

The 4-H Club Leader (or Leaders) is a volunteer who assumes the responsibility of helping members plan and conduct an individual 4-H Club. He or she also works with other volunteers in the club to coordinate projects and helps explain club, county, and state 4-H policies to the club membership.



Your First Community Club Meeting

Congratulations! You've enrolled in 4-H and are now headed to your first 4-H Community Club Meeting. What can you expect?

There is no one definition of what a 4-H Club will look like, but there are some characteristics that are common to all. Club meetings are about 60 to 90 minutes long, and have each of the three parts of a 4-H meeting: Business, Program and Recreation.

- The club meeting will begin with a **Business** part led by youth officers. Here the club plans, reports and conducts related business that will help the club and its members achieve the goals set for the club membership and community. During the business meeting, officers will lead using parliamentary decision making. These rules provide for courtesy and respect for each member and bring order to the meeting.
- After the business portion of the meeting comes the **Program**, typically dealing with club activities and events where 4-H members learn new things or practice new skills. This part of the club meeting can feature such things as a guest speaker, educational videos and/or public presentations or demonstrations by members.
- The meeting concludes with **Recreation**, or fun activities for the group. Recreation fosters club spirit and provides for a fun atmosphere to club meetings.

4-H Clubs can meet in any location, including schools, community centers, military bases, libraries, and many other places.





4-H Pledge

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 country and my world.

I Pledge:



(Right hand over heart)

My Heart to Greater Loyalty

My Head to Clearer Thinking



(Right hand points to forehead)



(Arms at sides)

and My Health to Better Living,

My Hands to Larger Service



(Arms slightly bent, palms up)

For My Club, My Community, My County, and My World.

4-H Projects

Projects are the cornerstone of 4-H work. Skills are gained as members complete tasks through hands-on learning. Members can take one or more projects each year based on their available time and interests. Each project has requirements and some have costs.

4-H Project Leaders

Adult 4-H volunteers guide and mentor youth in a wide variety of project areas. The project leader sets goals for project work for the year and guides the learning process using a variety of methods. The project leader guides each 4-H member in completing their project. It is a great way for adults to share their knowledge and to learn with youth. Project leaders are volunteers who have been fingerprinted and oriented to the 4-H program. They are supported by curriculum, other leaders and the county 4-H office. Members need to attend all project meetings and let leaders know in advance when this is not possible. Two adults must be present at ALL project meetings. Parents are needed to assist the project leaders for a successful project!

Age Requirements

Primary Members (Mini-members): 5 years old or in kindergarten by December 31 of the program year through 3rd grade

Junior Members: 9 years old or in the 4th grade by December 31 of the program year through 5th grade

Intermediate Members: 6th through 8th grades

Senior Members: 9th through 12 grades and/or have not yet reached age 19 by December 31 of current calendar year



4-H Volunteers are the Heart of 4-H

There are many reasons to become a volunteer. Some people want to become involved in their children's activities, others want to help children in their community, and others were 4-H'ers as children and want to share their experiences.

How do I become a Leader?

No matter your background or expertise, you can join the 4-H community. As a parent, a project leader, or in any other leadership capacity, you can offer your unique talents and perspectives.

4-H volunteers are appointed by the County Director, after completing the appointment process. The first step is completing the enrollment application, second step is to complete finger print verification at the local Police Department, and the last step is to complete the orientation training. We welcome your involvement!

4-H Council

The County 4-H Council is a countywide organization made up of volunteers and teen members. The Council plans, implements, and evaluates county 4-H activities with the assistance of 4-H staff. 4-H Council meets four times a year, the first Tuesday in October, January, March, and May. All parents and 4-H volunteers are encouraged to get involved. Lend your voice and help us make our 4-H program the best it can be!



How to Join 4-H

4-H has an open enrollment policy all year long. However, you are encouraged to sign-up at the beginning of the 4-H year to take advantage of all 4-H opportunities. To enroll in time to join your community club and project meetings, you must sign up by September 31. Look for a Sign-Up Fair in your community in mid-September, or stop by the 4-H office. To show at the Junior Livestock Show, you must be enrolled no later than December 31 of the program year in order to meet the required 60% attendance requirement at community club meetings.



4-H Forms and Fees

There are a few forms that need to be filled out every year to join as a 4-H member or a volunteer. The forms for 4-H members include the *4-H Youth Enrollment*, *Youth Medical Release*, and *Waiver of Liability*. Adult volunteer forms include the same, with an additional *Volunteer Confidential Self-Disclosure* form. Adults must attend an orientation and be finger printed before being appointed as 4-H volunteers. All of these forms are available from the community club leaders or at the 4-H office.

A yearly fee is required from 4-H members and adult volunteers. The 2013-2014 program fees are \$12.00 per adult and \$34.00 per youth. These program fees will be used to provide partial funding for direct local program support including critical 4-H staff that supports our local programs.

There can be additional project costs in addition to the enrollment fee, depending on which project you enroll in. Ask your 4-H Project Leader for more information on costs associated with their project.

County 4-H Events

4-H members host and participate in many county events.

Achievement Night: Celebrate your year's achievements, including record book awards, star rank, and more at this 4-H family spaghetti dinner celebration



Fun Day: show off your baking skills in the cookie contest, participate in community service projects, and celebrate the winter holiday

Field Day/Presentation Day: Participate in a judging contest and give presentations to learn public speaking skills

Livestock Field Day: Learn how to judge different species of animals

Tri-County Fair Events

Junior Livestock Show and Sale: Members exhibit their small and large animal projects

Tri-County Fair 4-H Department: Members have the opportunity to display the items they have made during the year

4-H Uniform

A uniform is not required for participation in any 4-H sponsored activity, event, meeting or occasion. Although there is no uniform requirement in the 4-H program, many clubs encourage their members to continue the traditions of 4-H attire.

Fairs do not fall under the jurisdiction of the 4-H program and may require their own clothing for showing. The Junior Livestock Show and Sale does require 4-H members to wear the 4-H uniform.

The 4-H uniform can be purchased at the county 4-H Office. For more information, visit <http://4h.ucanr.edu/About/History/Attire>.

4-H Presentations

4-H Field Day is another great county event. Our County 4-H Field Day takes place annually on a Sunday in March at 1pm. The event is open to all 4-H members, volunteers and parents. The event has a 'picnic' feel as families attend for an afternoon of events. Each contest and activity is coordinated by a group of 4-H staff, volunteers, and youth. During the event, 4-H members may participate in a variety of contests.

Presentation Day: Volunteer judges provide written feedback to individual or teams of 4-H members on their presentations. Types of presentations include demonstrations, prepared speeches, and impromptu speeches.

Judging Contest: In each class, youth rank four items based on a standard. Judging classes are provided by 4-H members and clubs.

If a 4-H member receives a gold award at the county level, they are eligible to compete at Sectional Presentation Day. Gold award winners at Sectional Presentation Day can then compete at the State Presentation Day in May at UC Davis.

Why should you participate in 4-H Field Day? Giving presentations increases your public speaking skills, which in turn increases your self-esteem, self confidence, and ability to accept feedback. Presentations are also required to receive a Star Rank. See page 13 for more information on Star Ranks.

To learn more about 4-H presentations, attend a Presentation workshop, ask questions at your community club meeting, or read the 4-H Presentation manual online at <http://www.ca4h.org/files/2193.pdf>.



4-H Record Book

4-H has a long history of record-keeping as an activity for 4-H members. 4-H Record Books allow 4-H members to:



- Develop life skills
- Reflect on yearly work completed
- Maintain records of project and club work completed and achievements earned
- Demonstrate growth and measure achievement across years
- Be eligible for participation awards, like Star Ranks
- Be eligible to participate in the Junior Horse Show and/or Junior Livestock Show

As you complete your Record Book, take a moment and imagine a 4-H member almost 100 years ago also sitting down at a table and completing their Record Book. You are part of a historic tradition!

New The 4-H Record Book is now online. The 4-H Online Record Book (ORB) has a social connection! It extends opportunities to stay connected to other club members and leaders online, is a fun and interactive way to log 4-H activities and events, and is a more efficient way to keep Record Book information.

<http://4h.ucanr.edu/Resources/Members/RecordBook>

Star Ranks

The Star Ranks make up a recognition system that provides individual members with an opportunity to set goals and record progress. The star ranks are Bronze, Silver, Gold and Platinum. Each star rank is earned by completing a set number of activities listed on the 4-H Record Book Personal Development Form.

<http://4h.ucanr.edu/Resources/Members/Stars>

Opportunities for Older Youth

Opportunities for leadership development and participation increase for older members. A few of these opportunities are listed here. Read the 4-H RoadRunner and ask your community club leader to share details for your participation in these options.

Junior and Teen Leaders: The 4-H junior and teen leadership experience is designed to provide members with the opportunity to learn about the qualities and competencies needed to be a leader. Junior leaders provide assistance, while teen leaders assume more challenging leadership roles.

Emerald Star: The Emerald Star program is designed for intermediate and senior 4-H members. The Emerald Star provides an opportunity for 4-H members to develop projects in their community or in 4-H beyond the club level. This program is designed to help youth learn about project planning, organization, and presentation. Typically, youth develop an action plan for some type of multi-county event. They then organize and facilitate this event. After completion and presentation of their project, they are awarded with the Emerald Star ranking.

All Star: The All Star is the highest rank a 4-H member can achieve at the County Level. All Stars are sources of leadership development. The best and brightest 4-Hers are selected to represent their county. The All Star rank recognizes members' leadership abilities, but it is also a working honor. Besides their regular projects and activities, All Stars are required to assist with county events, develop a plan of action, and perform serve projects. This program keeps older members involved by providing them with a goal to strive for, and allows the older members to serve as leaders for younger members.



Opportunities at the State 4-H Level

Statewide 4-H activities are available to all 4-H members and volunteers. Information on these programs and more can be found on the State 4-H website at <http://4h.ucanr.edu>.



Revolution of Responsibility: 4-H groups can apply for up to \$1,000 to identify, plan, and carry out a service-learning project in their community.

State Leadership Conference: The 4-H State Leadership Conference brings together high school youth from across California in a four-day leadership training, networking, and learning experience. The conference

is an opportunity for 4-H members to network and share ideas with other 4-Hers from across the state.

State Leaders' Forum: The State 4-H Leaders' Forum provides a weekend retreat for 4-H volunteers across California to gather for networking, education, relaxation, and fun. Volunteers of all ages, experiences, and locations share this opportunity to further their volunteering "career," find new inspirations, and bring new ideas home to their counties and clubs.

California Focus: A unique citizenship educational experience for youth 13-19. Witness California's government in action by participating in the legislative, political, and judicial processes.

4-H Thrive Leadership Project: Growing Youth who THRIVE. Thriving is about communities where young people feel and know that they are persons of value and worth; that they have something unique to offer the world; and that they have the courage to act on their gifts. 4-H offers opportunities for youth to realize their true and full potential through the Thrive curriculum.

How Can I Learn More?

4-H can be confusing your first couple of years. There are lots of resources to help you feel more welcome. Be patient and ask lots of questions! Attend your Community Club meetings and ask your Community Club Leader and fellow 4-H families questions. Attend workshops hosted throughout the year, and ask 4-H staff questions. Always feel free to call the 4-H office at 760-873-7854 or stop by at 207 West South Street, in Bishop. Lastly, be sure to read your 4-H newsletter each time it arrives in your mailbox!

4-H RoadRunner (County 4-H Newsletter)

The 4-H RoadRunner is published bi-monthly and sent to every 4-H member and volunteer. The 4-H RoadRunner provides 4-H families with important information including events, reports on activities and events that take place, announcements, club news, grants, new opportunities for participation, and training.

The past year of the 4-H RoadRunner can be found on the county website at <http://ceinyo-mono.ucanr.edu>. Be sure to read each issue for important information. It is good to keep a copy of each newsletter to help members as they fill out their record book.

Contact Us!

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