



University of California

Agriculture and Natural Resources | 4-H Youth Development Program

Welcome to Monterey County 4-H!

Community 4-H Club Parent and Guardian Guide to 4-H



The University of California's 4-H Youth Development Program engages youth to reach their fullest potential while advancing the field of youth development.

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UCCE Monterey County, 2017

Welcome to 4-H

Dear Parents and Guardians of 4-H members,

Congratulations on enrolling your child in the Monterey County 4-H Youth Development Program! The **4-H Youth Development Program** provides exciting and fulfilling opportunities for youth to use their talents, create unique experiences, explore their interests, and develop long-lasting relationships with peers and adults. In 4-H we support youth skill development in leadership, public speaking, civic engagement, and life skills at an early age. In 4-H, learning is cooperative and uses an experiential learn-by-doing model where older youth and adults mentor younger youth and model skills, behaviors, and relationships that young people can emulate.

Who runs the 4-H program?

The California 4-H program is a part of the University of California Division of Agriculture and Natural Resources (UC ANR), a statewide network of the University of California. UC ANR researchers and educators are dedicated to the creation, development and application of knowledge in agricultural, natural and human resources. Led by research-driven programming from UC ANR, 4-H is a youth development organization for youth ages 5-19 that promotes hands-on, experiential learning. Youth members and adult volunteers from all backgrounds and locations in California are welcome. Members have the opportunity to participate in the 4-H program through afterschool programs, community clubs, camps, events, conferences, and military partnership programs.

What will my child do in 4-H?

After joining a 4-H community club, you and your child will select 4-H projects in which to participate.

The **4-H Community Club** is an organizational unit that administers 4-H and engages adult and teen volunteers to teach projects, and hold monthly business meetings. Each club is facilitated by 4-H volunteers in partnership with youth. Youth serve in elected officer roles as President, Vice-President, Treasurer, and Secretary, among other roles, and they preside over the meetings. Decisions in the club are made by youth. 4-H clubs organize social events, community service activities, field trips, and reach out to prospective families by participating in community events and schools.

A **4-H project** consists of a planned unit of work (minimum of six hours) using experiential learning to deliver the content to youth, with the supervision and guidance of two certified adults.

Table of Contents

Program Expectations	3-5	Adult Roles	5-6	Civic Engagement	7
Leadership	8	Life Skills	9	Resources	13

4-H MEMBERSHIP LEVELS

What are the various 4-H Membership Levels?

Youth are enrolled in the 4-H program based on age:

- **Primary Members or Cloverbuds, ages 5—8:** Primary 4-H members must be 5 years old by December 31st of the program year. Youth enrolling or turning nine on or after January 1 must participate as a primary member until June 30th. For safety reasons, primary members may not enroll in large animal projects, e.g., cattle or horses, but may enroll in small animal projects including dogs, rabbits, poultry, cavies, etc. Primary members may not participate in competitive events as a 4-H member. 4-H Clubs that offer enrollment for youth ages 5-8 require interested adults to become Project Leaders for this special project and require two adult leaders for every six Cloverbuds. All members in this age category are to be enrolled in a special educational project by the club that is age appropriate.
- **Junior Members, ages 9-10:** Junior members are eligible to enroll in all 4-H projects.
- **Intermediate Members, ages 11-13:** Intermediate members may enroll in all 4-H projects and/or serve as Junior Leaders.
- **Senior Members, ages 14-19:** Senior members may enroll in all 4-H projects and/or serve as Teen Leaders.

EXPECTATIONS OF YOUTH IN 4-H

When members follow the Code of Conduct, it helps keep 4-H safe and fun for everyone. The following is a partial listing of the 4-H member code of conduct. The complete code of conduct is available to members and parents at the time of enrollment. 4-H members are expected to:

1. Be nice, kind, helpful, and respectful to other 4-H members, adult volunteers, youth leaders, 4-H staff, and others.
2. Be honest, honor commitments, and accept responsibility for their choices.
3. Use language that is appropriate, respectful and kind.
4. Wear appropriate clothes that are allowed by 4-H rules.
5. Not have or use alcohol, tobacco (cigarettes, e-cigarettes, or chew) or other drugs (except given by my doctor).
6. Not bother or attack others, carry or use a weapon, or engage in illegal or unsafe activities.
7. Not touch others in an affectionate fashion or engage in sexual behavior.
8. Follow the 4-H Guidelines for Social Media - <http://4h.ucanr.edu/files/133821.docx>
9. Be positive role models in and outside of the 4-H program.

PARENT/GUARDIAN 4-H INVOLVEMENT

This section describes ways in which you can support your 4-H member. Your role as parent or guardian in 4-H is very important.

- Take the time to learn about 4-H, what it stands for, and how it is organized to maximize participation. Research information by contacting the county office, using the internet or by attending workshops.
- Help your child select areas of interest that are appropriate for their ability. Families should consider what resources will be needed to successfully complete the project.
- Demonstrate an interest in and enthusiasm for your child's areas of interest. Help your child throughout the year, and help them make-up any missed activities.
- Help your child fulfill all of his/her 4-H responsibilities such as attending project, committee, club meetings and events.
- Take photos and videos of your child's 4-H activities and share with friends, family and your 4-H club.
- Notify adult volunteers in advance if your child will not be able to attend a meeting or activity.
- Give feedback to the volunteers and staff about your child's experience in a positive manner.
- Consider applying to become a 4-H adult volunteer! Share your passion with 4-Hers.
- If issues arise, please discuss this privately with the volunteer, and not in front of other 4-H members.
- Attend parent meetings, group activities and special events.

WHAT ADULTS NEED TO KNOW

4-H Club Leaders Name, Project Leaders Name: You will need to know the names and phone numbers of the club leader and the volunteers who teach projects to your children. Most clubs make a roster. If not—volunteer to help make one!

Date, Time and Location of Meetings: Club meeting dates, times and location can be obtained from your club leader.

Transportation: It is your responsibility to make arrangements to get your child to and from meetings. Your club and project leaders are volunteers, so please plan your schedule so that your child is on time for meetings and is picked up promptly after the meeting. 4-H policy states that all children must be picked up within 15 minutes of the end of an event or meeting. Check with your club for safety expectations.

WHAT ADULTS NEED TO KNOW cont.

Animal Projects: Before your child enrolls in an animal project, and assuming you do not yet own an animal, discuss with the project leader the likely cost of purchasing and caring for the animal (feed, veterinary care, housing, etc.), as well as its life expectancy. This information will help you and your child select a project that fits with your child's interests and your family's resources.

General Projects: Other adults have agreed to become a volunteer to lead your child with information and passion. Make sure you demonstrate respect towards these leaders for your member to follow. Check with the leader about any completion expectations they may have for their project.

4-H Attire: 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. More information can be found on the California 4-H State website <http://4h.ucanr.edu/About/Uniform/>

EXPECTATIONS OF ADULTS IN 4-H

All 4-H adult volunteers are subject to all of the requirements of the 4-H Policy Handbook, applicable University of California (UC) policies, and to all other relevant laws and regulations. The following requirements are critically important and, as such, constitute the California 4-H Youth Development Program (YDP) Adult Volunteer Code of Conduct.

1. Respect all 4-H participants including youth members, adult volunteers, parents, guardians, other adult participants, 4-H YDP staff, and other UC personnel.
2. Comply with all requirements of the State 4-H Office, UC Cooperative Extension (UCCE) County Directors, 4-H YDP staff, and other UC personnel.
3. Recognize the responsibilities of the State 4-H Office, UCCE County Directors, 4-H YDP staff, and other UC personnel in setting program standards, priorities, and direction.
4. Support implementation of the 4-H YDP as administered by the State 4-H Office, UCCE County Directors, 4-H YDP staff, and other UC personnel.
5. Recognize, respect, and support 4-H adult volunteers in performing the duties and responsibilities afforded to them by virtue of their role.
6. Take personal responsibility for any interpersonal conflict that may arise, whether with parents, guardians, other participating adults, adult volunteers, 4-H YDP staff, and/or other UC personnel; thereby demonstrating positive conflict resolution skills for youth members.
7. Follow the California 4-H Dress Guidelines - <http://4h.ucanr.edu/files/210170.pdf>
8. Additionally, the 4-H Youth Development Program prohibits certain behaviors and actions for all 4-H parents, guardians, or adult volunteers when engaged in any 4-H activity. This additional information will be provided to all parents at the time of youth's enrollment in 4-H.

4-H Volunteers

ADULT ROLES & OPPORTUNITIES IN 4-H

4-H seeks adults from diverse backgrounds with a wide array of talents to mentor youth, coordinate community service or service learning activities, support youth in making a difference, facilitate meetings, model appropriate adult behavior, and chaperone events and travel. In 4-H, youth and adults engage in partnerships to develop and implement programs and activities.

Adults increase their own knowledge and skills by sharing their time and talents with youth. Adults may serve in one or more of the volunteer positions listed below:

Community Club Leader: Each 4-H club has at least two adult volunteer leaders to mentor youth and facilitate club meetings.

Project Leader: Volunteers share their talents as they mentor youth and facilitate experiential learning activities in over 80 different projects at the club or county level.

Monterey County 4-H Council: 4-H volunteers serve as elected officers and appointed County Committee Chairs to coordinate countywide projects and events.

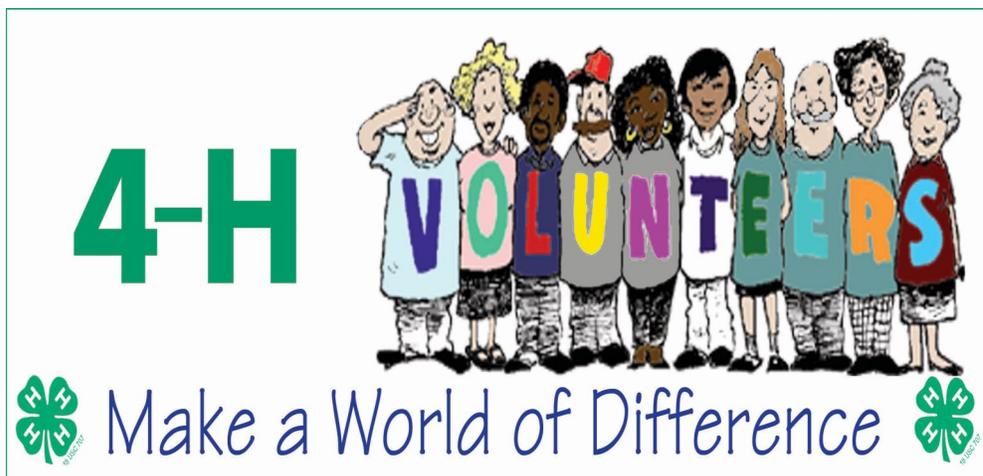
Chaperone: Adults ages 25+ accompany youth to conferences, camp and on study/travel programs in the U.S and abroad.

Activity or Event Advisor: Volunteers and 4-H members work together to plan, implement and evaluate club, county and community activities and events.
Offer your special talents . A role may be created just for you!

Adult volunteers have the opportunity to increase their professional development at:

State Leaders Forum: Adult volunteers from the entire state attend workshops and social events to develop and increase skills in working with youth.

Western Regional Leaders Forum: Adult volunteers from 13 western states come together to increase skills for working with youth. Youth can make presentations.



Civic Engagement

LEARN BY DOING

While participating in a variety of 4-H activities and projects, youth learn leadership, civic engagement and life skills. With adult mentors, youth engage in community service and service learning projects to address and improve their local communities.

All Members

Community Service: Ages 5+ participate in activities to support agencies and events in the community, state, nation and world.

Junior Members and Up

Service Learning: Ages 9 + identify community issues, develop and implement plans to address these issues, in partnership with community members and agencies.

Intermediate Members and Up

Citizenship Focus: California Focus and Washington DC Focus are citizenship study or travel programs for youth, 13 and up, where 4-Hers enact legislation and hold an elected office in Sacramento and Washington DC.

Senior Members

National 4-H Conference: Youth, 15+ and adults exchange state ideas, participate in creating national 4-H programs and inform congressional representatives about 4-H. This annual conference is held in Maryland and brings 4-H youth from across the nation together to exchange ideas and develop 4-H's future.



Leadership

4-H GIVES YOUTH A LEADERSHIP ROLE



Opportunities for Intermediate Members (11—13 years old) and Senior Members (14—19 years old)

Community Club Officers: Ages 11+, elected by peers, serve as President, Vice-President, Secretary, Treasurer and other officers. Ages 9+ may be appointed to other club offices, decided by each community club. Officer training is provided for youth to learn about their duties and responsibilities.

County Council Committee Members and Chairs: Youth ages 11+ can volunteer to lead county-wide project and event committees.

County Council Youth Representative: Teen members may represent their community club at the Monterey County 4-H Council meetings.

Junior Leaders: The junior leadership experience provides intermediate aged members (11-13 years old) with the opportunity to learn about the qualities and competencies needed to be a leader through a project. Junior leaders provide assistance to project members and complete a Junior and Teen Leadership Development Report (JTLDR).

Opportunities for Senior Members (14—19 years old)

Teen Leaders: Senior members (14-19) may serve as teen leaders, which challenge the member to grow by providing leadership to younger members. Teen leaders complete a Junior and Teen Leadership Development Report (JTLDR).

County Teen Ambassador: Selected for one year by the 4-H County Leadership program for teens ages 14-19, the County Teen Ambassador program is a beginning level county-wide leadership development and training program for youth members who may not have yet earned a star rank .

County All Star : Selected for one year by the 4-H County Leadership program, teens ages 15-19 plan, organize and lead conferences, workshops, community service and social events for other youth in the county.

Emerald Star: Members learn about project planning, organization and presentation. One or more youth develop an action plan for a large event or lasting community service project. After completion and presentation of their project, they are awarded the Emerald Star ranking.

State Ambassadors: Selected 16- 19 year old's develop statewide community service projects and may organize State Leadership Conference.

Life Skills

PROJECT BASED LEARNING

Through participation in a variety of 4-H activities and projects, youth learn leadership, civic engagement and the life skills of competence, confidence, character, connection, and caring, leading to youth contributions. This positive youth development framework, based on research from Bowers et al. (2010), Jelicic et al. (2007), Lerner et al. (2005), and Phelps et al. (2009), creates opportunities for youth to engage in community service and service learning projects to address and improve their local communities with the guidance of adult mentors.

1. **COMPETENCE:** Positive view of one's actions in specific areas, including social, academic, cognitive, health, and vocational. Social competence refers to interpersonal skills (e.g., conflict resolution). Cognitive competence refers to cognitive abilities (e.g., decision making). Academic competence refers to school performance as shown, in part, by school grades, attendance, and test scores. Health competence involves using nutrition, exercise, and rest to keep oneself fit. Vocational competence involves work habits and explorations of career choices. Effective entrepreneurial skills may be one instance of vocational competence.
2. **CONFIDENCE:** An internal sense of overall positive self-worth and self-efficacy.
3. **CONNECTION:** Positive bonds with people and institutions that are reflected in exchanges between the individual and his or her peers, family, school, and community and in which both parties contribute to the relationship.
4. **CHARACTER:** Respect for societal and cultural norms, possession of standards for correct behaviors, a sense of right and wrong (morality), and integrity.
5. **CARING/COMPASSION:** A sense of sympathy and empathy for others.
6. **CONTRIBUTION:** Making a difference in one's community.

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.



The pledge describes what 4-H is all about. In 4-H we say the pledge at the beginning of meetings in a club or council, at activities, achievement days, other club events, and country, state, and national events.

4-H LOCAL, REGIONAL & STATE EVENTS

Here is a brief list of opportunities:

Fairs: Members ages 9+ are eligible to exhibit, compete and volunteer at any of the local fairs. Members 5-8 years old may participate and exhibit, but do not compete.

County Presentation Night: Members ages 9+ participate by speaking in public about their project or areas of interest. Members 5-8 years old may participate and receive a participation ribbon, but do not compete.

Fantastic Field Day: Members can showcase 4-H project work and develop new skills through activities. Members ages 9+ are eligible to exhibit, compete and volunteer. Members 5-8 years old may participate and exhibit, but do not compete.

Fashion Revue: Ages 9+ follow a pattern to sew clothing for competition at county, section and state levels. Members 5-8 years old may participate and exhibit, but do not compete.

Camp McCandless: Ages 9+ spend 5 days in the Santa Cruz mountains to enjoy activities planned and led by teenage youth in partnership with adult volunteers.

Knowledge Bowl Contests: Poultry, Horticulture. Ages 9 + compete at county, sectional, state and national bowls in project areas.

Livestock Judging: Competitions for individuals and teams, ages 14+.

Sectional Presentation Day: Members ages 9+ receiving a gold ranking at county presentation day, participate by speaking in public about their project or areas of interest with other 4-H members from our geographic region.

Leadership Conference of Regional Teens (LCORT): Leadership conference for 4-H members aged 12-14 at Wonder Valley Ranch Resort in Fresno County. Attendance at the conference averages about 350 people, including youth delegates, leadership teams from the member counties, chaperones, and 4-H staff.

State Field Day: Gold winners, ages 9 +, at sectional events compete at State Presentation Day, State Fashion Revue, State Horticulture Qualifying Event, and Judging Event, all at UC Davis along with family activities.

State Postal Shoot: Ages 9+ mail in results of local target shooting events to compete with others from the entire state.

UC Davis Days: Get a glimpse of university life while you visit the UC Davis campus.

State Leadership
from all over California to
workshops and social



Conference: Senior members join peers
hone leadership skills over several days of
events on a California University campus.

4-H FEES

WHO PAYS FOR WHAT?

California 4-H Enrollment Fee: Each youth pays an annual enrollment fee. This fee provides support for statewide activities and covers the cost of supplemental accident insurance.

County 4-H Enrollment Fee: Each youth pays an additional county enrollment fee to cover the cost of club and county activities.

4-H Projects: Most of the time, each child or parent is responsible for acquiring the materials needed to carry out project activities.

4-H Events: Most county-level events are free. The cost of overnight conferences or events require additional fees to cover the costs of the event. Each participant is responsible for their registration fee. The Council and some clubs may offer scholarships to offset fees.

4-H Club Fundraising Activities: All clubs engage in fundraising activities to support club or project costs.



FINANCIAL ASSISTANCE

The 4-H program is open to participants, regardless of their ability to pay. Program fees will be waived or reduced for eligible members. Please contact your Club Volunteer Enrollment Coordinator if you have any barriers to participation or any special requests so that your needs can be accommodated.

Enrollment waiver: Qualified youth may apply for financial aid to assist with yearly enrollment fees

Scholarships and Awards: Older teens apply for local, state and national scholarships for college. The following website: ca4h.org has more information.

4-H Grants: Youth and adults may apply for 4-H grant money to support group projects and community service work.

Frequently Asked Questions

How often does a 4-H club meet?

Most 4-H clubs meet once a month from July through June. When a club meets depends on the schedules of 4-H volunteers and youth and is listed in their bylaws.

I have a question about my child's participation in 4-H, who do I ask?

Your first step is to communicate with the 4-H club leaders, who are the dedicated volunteers that manage the 4-H club. They will answer your question(s) or direct you to the person that can best assist you. Some clubs feature a new member greeter or a Beginning 4-H project to help get your family started.

Who are 4-H volunteers? Will my child be safe?

Volunteers, parents and other adults are a valued and essential part of the California 4-H Youth Development Program (4-H YDP), and have a profound impact on the life trajectory of 4-H members. 4-H Volunteers are adults 18 years of age or older who undergo training to support youth's development and to provide a safe and secure environment for youth. All 4-H volunteers have passed a fingerprint background check and are required to adhere to the 4-H Adult Volunteer Code of Conduct which describes rules governing safety and supervision issues. Serving as an adult volunteer is a privilege and at the invitation of the University of California.

Can my child have an animal to take to a fair?

Youth may enroll in 4-H at any time. However, to be eligible to show as a 4-H member at any local fairs, youth must be enrolled in the Monterey County 4-H Program and all livestock projects by the second Friday in December. Youth must be enrolled in 4-H prior to receiving credit for attending 4-H functions, such as club meetings, project meetings or 4-H events.

What if we want to add a livestock project after we have already enrolled?

Members may add additional livestock projects by/on the 2nd week in December to participate in Salinas Valley, Monterey, Santa Cruz, and San Benito fairs unless expressly prohibited in a club project agreement or bylaws. A hard copy project addition form must be turned into the 4-H office.

Can we enroll in another club to take a project?

Yes, members may enroll into another club's project if there is an opening by completing the required paperwork which is to be turned into the County 4-H office. A member may transfer their membership into another club at anytime during the program year. Again, all the required paperwork must be filled out and turned into the county office. Members who live in the communities that border Santa Cruz or San Benito may apply for a "Cross County" membership. Contact the county office for more information.



4-H GROWS HERE



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1432 Abbott St.
Salinas, CA 93901
Tel: 831-759-7386
Fax: 831-758-3018

ADDITIONAL RESOURCES

Monterey County 4-H website:

http://cemonterey.ucanr.edu/4-H_Program/

California UC 4-H Youth Development Program:

<http://ca4h.org>

4-H Organization Volunteers:

<http://www.4-h.org/get-involved/volunteer/>



Lorin Hofmann-Lurz
Monterey County 4-H
Program Representative

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May 2015

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