

# The 4-H Club Adult Leadership Team

## 1. The Organizational Leader

- Coordinating club activities and schedules
- Maintaining communication with the local Extension Office
- Working with youth for local club program planning, training and resources.
- Recruiting and enrolling 4-H members
- Elections and training of officers
- Helping members plan, carry out and evaluate their 4-H programs
- Keeping members, parents and other leaders informed of program and club activities with assistance from county staff.

## 2. The Project Leader

- Becomes knowledgeable about the basic “Learn by Doing” methods used in 4-H
- Request training and project materials from county office
- Become acquainted with the project and activities related to the chosen project.
- Develop an annual project plan based on:
  - Project educational objectives
  - Level of members’ experiences
  - Members’ specific interests
  - Resources available
- Assist members with setting goals and keeping records of achievements in project.

## 3. The Activity Leader

- Provide opportunities for 4-H members to participate in other 4-H activities and events.
- Encourage parent interest, involvement and support of 4-H activities.
- Coordinate project group activities with club manager and other leaders of the club.
- Provide recognition for members and supporting parents/adults.
- Assist club members in determining community service goals.
- Listen to the needs of youth in the club and allow them to participate in planning activities when appropriate.
- Provide activities for all ages to participate in.
- Manage and raise funds as appropriate for activities.

## What's expected of parents?

**Sharing** - provide encouragement and take interest in 4-H projects and activities. Offer suggestions, but avoid the temptation to "take over" and do things. Children learn by their mistakes as well as successes.

**Preparing** - assist by helping children understand the value of doing projects, having duties in the club, and following through on responsibilities as expected by others.

**Being there** - Children gain more from 4-H by attending meetings regularly and getting involved in 4-H activities. Parents are welcome at meetings and are encouraged to stay and observe. Parents' presence shows the child that what he or she is doing is very important.