

KALAMAZOO COUNTY CITIZENSHIP GUIDELINES

Leadership

Junior Leader 9 to 12 years' old

Objectives:

- Work with younger members as a leader-helper in a project area or in your Community Club.
- Develop self-confidence by assuming new roles in a group.

Learning Activities and Suggestions:

- Help plan and carry out recreational activities, club meetings, parties and community service projects.
- Pass on skills to others especially EXPO members.
- Make new friends, develop a good feeling about a job well done.

Exhibit Guidelines:

- Exhibit notebook (to be cumulative), 3D educational exhibit, or poster, not to exceed 22" x 28", with pictures showing leadership activities.

Teen Leader 13-19 years' old

Objectives:

- Acquire skills and understanding in working with groups.
- Learn to recognize the personal worth of the individual.
- Develop broad concepts of leadership for all age levels.
- Develop a confidence in assuming new roles in a group.
- Realize the importance of involvement as a means of developing leadership in others.

Learning Activities and Suggestions:

- Lead a project group.
- Give leadership to planning of the community club's program.
- Set up training events for younger leaders and officers.
- Serve on a county committee or belong to Teen Club.

Exhibit Guidelines:

- Exhibit is to be an outgrowth of the exhibitor's learning experience in the leadership project. It may include anything to show something learned, experienced or accomplished.

Green Record Book

Exhibit Guidelines:

- 9-11-year-old and 12 – 19-year-old forms can be found on our website at [https://www.canr.msu.edu/kalamazoo/uploads/Member record book revised july 2022](https://www.canr.msu.edu/kalamazoo/uploads/Member_record_book_revised_july_2022) - Exhibit Member Record Book.

Integrated Project

Independent Study

- Entries under this division will be those projects which do not apply under any other division.
- Exhibit may consist of a poster (not to exceed 22" x 28"), exhibit of articles, notebook, 3-D exhibit or educational display other than above.

Group Exhibits

- Open to any 4-H or FFA team or group other than community clubs.
- This is a fun way to exhibit what you have learned on field trips, clinics, during a community service activity, etc.
- Suggestions: 3-D exhibit, photo display, articles made by group or team (total exhibit size not to exceed 3' x 3').

KALAMAZOO COUNTY COMMUNITY DEVELOPMENT **GUIDELINES**

Community Club Displays :

Each 4-H Club is eligible to enter all classes, entry to be made in club name. Include leader's name & address.

Classes:

- President/Vice President Exhibit
 - The president/vice-president notebook is usually one book, called the President's Notebook. Program activities and presentations planned by the vice-president should be captured as an agenda item and in the secretary's report, with photos and a brief description in the Historian Notebook. The President's Notebook should contain all club meeting agendas, a list of all members as well as lists of the officers and committee members. Additional president's notes can be included. There should be a copy of the club constitution and/or by-laws.
- Secretary's Exhibit
 - The Secretary's Notebook should contain all club meeting agendas, minutes of all meetings, both regular and special, the member list with attendance record and contact information, and a record of correspondence. Community Service approval and report forms may be included as well as fundraising summary reports.
- Treasurer's Exhibit
 - The Treasurer's Notebook should contain all club meeting agendas, all treasurer reports with a record of all income and expenses, a member list with record of dues paid and the financial review report. The notebook should contain fundraising application and report forms and financial summary reports as required by the annual financial review. The notebook submitted for the financial review may be included and will contain much of the above information.
- Historian's Exhibit
 - The Historian's Notebook is the visual summary of the club's activity. All photos should be accompanied by a brief description of the photo contents with a statement of the activity and purpose. Among those: a list and photo of the club officers for the current year, club meeting program presenters, club meeting activities including fundraising and community service events.
- Reporter's Exhibit
 - The Reporter's Notebook includes 4-H news articles that have been published during the year to inform the membership and the community of 4-H activities of the club. Examples: special interest stories sent to the media, announcements of upcoming events or activities, invitations for recruitment of new members distributed in the community.
- Community Service Poster or display – at least one club member must be interviewed with project. The exhibit should show the members actively participating in a community service project.

Community Club Displays

Classes, cont. :

- 4-H Club Banners (New banners created during this year) – Drop off at the 4-H office in Still Exhibit Room on Saturday Still Project Entry Day.
- 4-H Club Banners (previously displayed) – no premium given but banner will be hung if dropped off at the 4-H office in the Still Exhibit Room on Saturday Still Project Entry Day.
- Club Display Booth (educational or promotional) no larger than 6' wide x 6' deep. At least one 4-H club member must be interviewed with project.
- Decorated Litter Barrel (club only) – barrels will be donated to the Fairground Park unless return is requested. At least one 4-H club member must be interviewed when barrel is brought in to receive premium. Club supplies their own barrel for this project.
- Club Planter – at least one club member must be interviewed with project. Interview will explore planter preparation, plant selection, care prior to Fair, creativity.
- Citizenship/club awards given at Fall Achievement will be selected at Fair.
- Notebooks should be neatly assembled.
- Officer notebooks should be easily identified by club and the specific officer.
- Items that may be contained in any or all books: Constitution and/or By-Laws, agendas, club member lists.
- The page for the specific office may be included from the *Helping You Help Officers and Committees* booklet, such as page 24, "So You Are President of Your Club..." in the President's Notebook.