“4-H is a community of young people across America learning leadership, citizenship, and life skills.”

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What is 4-H?

4-H is a youth organization that provides opportunities for young people to learn new skills and contribute to their communities. Volunteer leaders collaborate with youth and Extension staff to conduct educational experiences. Support for 4-H programs is a joint effort of local county government, the University of Nevada, Reno, and the United States Department of Agriculture.

In 4-H, young people share, grow and learn together from various projects, events and activities in informal situations under the guidance of their families and other volunteer adult leaders. Members can choose projects that fit them and the places where they live. Group activities and events such as drama, trips, camps, fairs, shows, and conferences provide additional learning experiences and opportunities. Most 4-H clubs have meetings for the entire membership once a month. During these meetings, decisions are made about group-sponsored activities such as community service efforts, project opportunities and fundraising efforts.

The major focus of 4-H is on the activities of the local 4-H club. Volunteers serve as 4-H leaders who plan and carry out organized learning experiences with youth. The many county, state, national, and international activities are considered secondary. The 4-H Community Based Instructor is a resource to the members, families, parents, and other adults in the program.

How will 4-H Benefit My Children?

In 4-H, youth members have the opportunity to:

- Learn, make, and do things that appeal and are meaningful to them.
- Meet other youth, make friends, belong to a group, and give and receive acceptance.
- Have a good time which makes learning appealing and enjoyable.
- Earn recognition and awards for their work.

Through 4-H, youth members develop and practice important life skills. They will:

- Develop an inquiring mind and desire to learn.
- Make decisions and solve problems.
- Develop communication and problem-solving skills through public presentation and group work.
- Build self-confidence.
- Accept responsibility.
- Develop and test life skills in a safe and supportive “real world” environment.
- Relate to and work with other people.
- Develop a concern for their community and the people in it.
- Become actively engaged in their communities and better informed about local issues.
- Prepare for the world of work through direct experience with projects and activities that correspond to future career opportunities.
- Experience success in a non-formal learning environment.
Who’s Who in 4-H!
(Local Club Level)

YOUTH

4-H Member
Any youth nine to nineteen years old is eligible to be a member of 4-H in Elko County. Age is determined by their age as of January 1st of the current 4-H year.

Club Officer
Officers are elected by the membership to lead their clubs, conduct business meetings and represent their clubs. These include president, vice-president, secretary and treasurer. Clubs can also have club reporters, photographers, spirit leaders, sergeant of arms and others deemed by their club by-laws.

Youth Leader
A youth leader is a 4-H member that serves in a leadership role supporting a project, activity or club officer. Youth leaders are encouraged to enroll in the youth leadership project.

ADULT VOLUNTEERS

General Leader
A volunteer who takes the lead in organizing club meetings, communicating between the club and county staff, assisting in delegating club responsibilities, and supporting and assisting club officers in running the local club.

Project Leader
A volunteer who helps 4-H members as they learn, make and create within their project areas. This person can be an adult or youth leader. They assist the 4-H members in their clubs with exhibiting and special event opportunities.

Activity Leader
This is a volunteer who is responsible for organizing and conducting special activities within the club. Examples include music and drama events, community service activities, recreation, etc.

FAMILY

Parents
Parents are very important to the success of the 4-H member in the program. Parents should attend monthly meetings and project meetings with their child. All 4-H events (county and state) are open to parents, and parents are highly encouraged to attend with their child.

The parent’s key role is supporting their child’s accomplishments; helping them think through decisions and seeing them reach their goals. There are several ways for parents to help:

- Attend 4-H meetings and other club activities
- Guide your child’s project work and encourage completion without doing the work for the 4-H member
- Support the local 4-H club leader by volunteering assistance
- Make it possible for your child to participate in a variety of 4-H activities such as camps, fairs, contests, etc.
- Be an example of a good sport so your child will learn to appreciate the success of others
- Inform others in your community of 4-H and its benefits to youth
If I Had Only Known…….(from a member)

- I should read the 4-H newsletter each month!
- I need to keep records of my club and project work on the 4-H Achievement Report and on individual project sheets for each of my projects and I need to keep them up to date throughout the year.
- I should have a special place like a folder or box to keep photos, records, receipts, etc. They will come in handy when putting together my record book at the end of the year.
- I should bring a notebook and pencil to take notes at meetings and a calendar to write down upcoming activities.
- I can ask my club leader, project leader, or the county extension staff if I have questions or don’t understand something related to 4-H.
- I should be an active participant in my monthly club meetings, service projects, and activities
- I should help my fellow 4-H members with their projects if I am able
- I should HAVE FUN in 4-H!

If I Had Only Known......(from a parent)

- I should bring a calendar with my child to meetings to mark down club and county events.
- I should read the monthly 4-H newsletter with my child and discuss it with them.
- I need to keep a drawer, shelf, or box for all the 4-H newsletters, mailings, and record books.
- I need to have an active role in my child’s 4-H projects and activities.
- I need to attend all 4-H meetings and activities with my child. 4-H is a family organization.
- I need to be enrolled, trained, and fingerprinted as a volunteer leader if I take responsibility for or work with any 4-H youth other than my own.
- I need to encourage other parents to attend and participate in 4-H events with our youth. Everyone’s help is needed to make the program strong.
- I can call my club leader, other parents, and the county 4-H office with ANY question.
- I can order project materials for my child’s projects through the club leader or directly from National 4-H Supply.
- I need to take pictures of my child during his 4-H project activities as well as club activities and county events. These pictures will be used in completion of the 4-H record book each year.
- I can get help from the county 4-H staff with videos, literature, etc. to use at club and project meetings.
What is the 4-H Emblem?

4-H Emblem:

The National 4-H emblem is a four-leaf clover with the letter “H” on each leaf. The link to the national 4-H site is: [http://www.national4-hheadquarters.gov/emblem/4h_name.htm](http://www.national4-hheadquarters.gov/emblem/4h_name.htm). The 4-H emblem is protected via our U.S. Congress and use of it has very specific guidelines that are outlined on this website. Symbols, words, drawings, photos, or other objects cannot be placed on the clover.

The Four H’s:

The four H’s stand for **Head, Heart, Hands and Health**. These four H’s represent the fourfold training and development in which members participate. This meaning of the four H’s is given below in the 4-H pledge.

The 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

4-H members should learn the 4-H pledge. It is stated at all club meetings and 4-H events.

4-H Colors:

Green and white are the 4-H colors. The white background of the flag symbolizes purity. The green 4-H emblem is nature’s most common color in the great outdoors, and green is also the color of springtime, standing for life and youth.

4-H Motto:

The national 4-H motto is: **“To Make the Best Better.”** Living this motto should be the objective of every member and leader. It means to always try to do a thing better, to constantly improve. Set your 4-H goals with this motto in mind.

4-H Slogan:

The national slogan for 4-H is **“Learn By Doing.”** 4-H members acquire leadership, citizenship and life skills by putting into practice this slogan. In 4-H, members are “learning by doing” throughout their 4-H experiences.
In 4-H you “learn by doing.” You learn useful skills, how to get along with people, and how to help your community. You will start by choosing a “project.” A 4-H project is what a 4-H youth member chooses to learn about, make, create or do. Examples: learn to grow a garden, sew a garment, train a dog, build a herd, create a masterpiece! There is a 4-H project for YOU! If you have special interest in something and it is not a current listed 4-H project contact your county 4-H staff; most likely it can be a self determined project.

Through the project you choose you will gain knowledge and skills and learn to take responsibility. As a 4-H member, choose at least one project. Choose projects that fit into your family, community, and the way you live. Share your project choices with your parents and get their help with making your choices. Take only one or two projects your first year. Sometimes members plan more than they can get done and become discouraged. The following is a current list of 4-H project areas:

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<tr>
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<tr>
<td>* Market Beef</td>
<td>Photography</td>
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<td>Sheep Breeding</td>
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<td>* Market Sheep</td>
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<tr>
<td>Rabbits</td>
<td>Crafts</td>
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<td>* Market Rabbits</td>
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<tr>
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<td>Poultry</td>
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<td>Dogs</td>
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<td>Small Animal (cats, cavy, etc.)</td>
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<td>Veterinary Science</td>
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<tr>
<td>Consumer Education</td>
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<td>Crochet</td>
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<td>Fashion Revue</td>
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NOTE: Projects offered are subject to availability of leaders in your club

* Signifies projects that are subject to age or other qualifying requirements
What do you do in 4-H? (continued)

Club Meetings
Members plan and carry out what they want to do as a group. A good club meeting has four parts with definite activities in each part.

- **Opening**: Call to Order, “Pledge of Allegiance,” the 4-H Pledge
- **Business**: Roll Call, Secretary’s Report, Treasurer’s Report, Committee Reports, Event Reports, Old Business, New Business
- **Education**: Program, Demonstrations, Talks, Videos, Speaker
- **Fun**: Recreation, Group Singing, Skits, Entertainment, Refreshments

What do club officers do at meetings?
Being a club officer is an honor and comes with additional duties and responsibility. Clubs usually require that a 4-H member have been a member of 4-H at least one year before they can run for a club office. Club officers are proud of their jobs and do their best to get things done right and on time. Each office has specific jobs.

- **President**: leads the club meetings, keeps them orderly and running smoothly. The president helps everyone in the club work together and does everything possible to make each member feel at home and encourages all members to take part in the discussions. The president also works with the club leader on meeting agendas and oversees the club’s committees.
- **Vice President**: is the president’s assistant, leads in the president’s absence, introduces guests, is the program chair, puts the club’s plans for the year in the Club Planning calendar, and takes care of the club’s property.
- **Secretary**: writes down what happens at the meeting, keeps attendance records, brings the secretary’s book to all meetings, and takes responsibility for letters and correspondence. The secretary also works with the club leader on meeting agendas.
- **Treasurer**: takes care of club money, pays bills, keeps accurate account of the club’s finances, and reports at each club meeting.

What do all members do at club meetings?
A 4-H member should attend all club meetings and activities if possible. Members are required to attend 80% of their club meetings and/or activities as designated by each club’s by-laws to be eligible to participate in county or state events. The member should be respectful, attentive, and take an active role during meetings. An active club member volunteers for jobs (such as serving on committees) without being coaxed.

You make suggestions and present ideas. If you want the club to vote on something, you make a motion. Every member should know how to make a motion:

The member raises his or her hand, or stands, and waits to be recognized by the president. When the president calls on the member, he or she says, “I move that…….” Another member says, “I second the motion.” If no one seconds the motion, the motion is dropped. If there is a second to the motion, the president asks for discussion from the group. When discussion stops, the president asks members if they are ready to vote on the motion. If no one wants more discussion, the club is ready to vote. The president states the motion so everyone can hear it again and asks all those in favor signify by 1) saying “aye” or 2) by raising their hand. The president then asks all those opposed, same sign. Then the presidents says “the motion is carried” or “the motion is lost,” according to the vote of the members.
What do parents do at club meetings?
Parents have an important role in club meetings. Their key role as a 4-H parent is supporting their child’s accomplishments; helping them think through decisions and seeing them reach goals. They need to guide their child’s project work and encourage completion without doing the work for the 4-H member. At club meetings parents should:

- Take notes as to activities and events that are scheduled at the meeting
- Take your family calendar to schedule in 4-H activities
- Support the club leader/s by volunteering to help where needed
- Set a good example for your child and others by listening attentively, abiding by the meeting decorum by asking to be called upon during discussions in the correct manner, and allowing the 4-H members to offer their ideas and make decisions. Youth make motions and vote. Parents and adults listen to youth’s discussion and ask questions, but do not make motions or vote.

Demonstrations
4-H members will present a demonstration on his or her project/s for the club members. You will show and tell how to do something related to your project. This is your first step toward helping others, learning to communicate and speak in front of a group, and develop your leadership skills. One demonstration per project is required each year. Demonstrations for beginners should not be scheduled to follow complex, polished presentations of older members as this can add to their anxiety and/or lessen their feeling of success.

Record Keeping
You will keep records on your project and your club activities. You will also write a story telling about the things you did and learned in 4-H for the year. You will also be able to show and tell through pictures what you did and learned with your project and include them in your record book as well. Doing a 4-H record book helps you keep track of what you are learning and helps you develop business sense. The record books are also a fun keepsake to look back on for years to come. Ask your leader or county staff for a “How to Assemble Your Record Book” form.

Community Service Projects
The entire 4-H club takes on at least one Community Service project each year and most clubs do several throughout the 4-H year. In community service projects, 4-H’ers do things to improve their neighborhood or community. 4-H clubs often choose community projects in conservation, beautification, helping the needy, helping the aging, safety, or health. Through community service members learn how important it is to be involved in their community and how good it makes them feel to be a part of these activities.

Recreation
You will enjoy life, yourself, and your friendships with others in social activities. Club meetings and county 4-H events are all opportunities for socializing and fun with other 4-H members. Some clubs have a short, fun, activity at each monthly meeting for members to get to know one another better.

County 4-H Contests, Events and Workshops
There are many 4-H contests, events, and workshops throughout each 4-H year. Livestock Judging and Livestock Skillathon, Dog Show, Horse Show, Camp, Shooting Sports, Art Show, Fashion Revue, Talent Show, Demonstrations, and the Elko County Fair Livestock Show are some of the contests and events that are held each year. Many of these contests have state contests that 4-H members can qualify to compete in if they have received a blue ribbon at their county event. Workshops for 4-H members to learn skills in their project areas are held throughout the year as well. Examples of workshops are: livestock judging, horsemanship, leather working, showmanship for all livestock species, shooting sports, fashion revue, dog obedience, leadership, and art. Read your monthly newsletter for information on all 4-H contests, events, and workshops throughout the year.
Other Opportunities in 4-H
Elko County 4-H offers a $1000 college scholarship each year to a graduating 4-H member that has shown outstanding involvement and leadership during their 4-H career in Elko County. There are many additional events and opportunities beyond the club and county level in 4-H. Some examples of state 4-H events are: Capital Days held in Carson City every other year; Discover Your Future, a career opportunity conference held on the UNR campus in Reno each year; numerous state contests such as livestock judging, livestock skillathon, horse judging, shooting sports, etc. On the national level some examples are: National 4-H Congress in Atlanta, Georgia; National 4-H Conference in Washington D.C.; qualify to attend national contests in Livestock Judging, Livestock Skillathon, Horse Judging, and Shooting Sports.

Meet the Elko County Cooperative Extension Staff

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<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
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<tbody>
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<td>Jill Tingey</td>
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<td>Kent McAdoo</td>
<td>Rangeland Specialist</td>
<td>775-738-7291</td>
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<tr>
<td>Marilyn Smith</td>
<td>Area Youth Development Specialist</td>
<td>775-738-7291</td>
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<tr>
<td>Ranay Guifarro</td>
<td>4-H Coordinator</td>
<td>775-738-0643  <a href="mailto:guifarro@unce.unr.edu">guifarro@unce.unr.edu</a></td>
</tr>
<tr>
<td>Candie Kevan</td>
<td>Administrative Secretary</td>
<td>775-738-7291</td>
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</tbody>
</table>

Parents and 4-H members are welcome to contact Ranay Guifarro with any questions they have regarding 4-H.

Office Hours and Location
Office hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. Closed legal holidays.
Address: 701 Walnut Street, Elko, NV 89801
Telephone: 775-738-7291
Fax: 775-753-7843

Other Important 4-H Volunteer Contacts

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Sharon Bachman</td>
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<tr>
<td>Karla Kennison</td>
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<td>775-753-6594</td>
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<tr>
<td>Rick Highland</td>
<td>4-H Shooting Sports instructor</td>
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