



Application is due to the Daviess County Extension Office by April 19, 2024

4-H Youth Development
212 Scovell Hall
Lexington, KY 40546-0064
(859) 257-0994
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March 2024

TO: Applicants for State 4-H Teen Council
FROM: Patrick Allen Extension Specialist for 4-H Youth Development



RE: State Teen Council Applications for 2024-2025

Thank you for your interest in serving on the Kentucky State 4-H Teen Council (STC). This council has been an active part of the Commonwealth's 4-H program for many years. Past STC members include elected officials, College of Agriculture, Food and Environment Administration, 4-H Agents, business leaders, and many others who have been impacted by their experiences in 4H. Good luck with your application to this distinguished council!

Each area grouping is asked to select up to **FOUR** youth to represent their area grouping on the State 4-H Teen Council. The number of vacancies that are available to an area grouping may change each year. The total of 42 members from the area groupings make up the State 4-H Teen Council. Selection of the area grouping representatives will be made at the area grouping level through a process facilitated by the STC/Teen Contact Agent(s). Vacancies from area grouping positions will be opened to the state after May 1st, please see guidelines below. There are at least three At-Large positions available yearly on the State Teen Council. These positions are for individuals who will represent the entire state. The purpose of the At-Large positions is to increase the representation of underserved audiences on the State Teen Council. Due to the diversity of teen programs across the state, there is no mandated method of selecting the area grouping representatives, the Director of Kentucky 4-H will review the At-Large applications and select the representatives who will serve in those positions. **It is the spirit of this process that those selected will show exemplary leadership and teamwork skills, as well as having a strong commitment to 4-H and the State Teen Council.** Selected representatives are elected to a two-year term SUBJECT to 4-H eligibility. Please review the 4-H age policy to determine your eligibility. Your membership as some selected representative ends during the program year in which you age out of 4-H.

Sincerely,

James Patrick Allen
4-H Youth Development Extension Specialist (Educational Experiences – Leadership – Communications)





PLEASE TAKE NOTE OF THE FOLLOWING:

Area grouping representative: paperwork and information must be submitted on 4-H Online by the 4-H Agent no later than May 1st. Therefore, area groupings will have selection prior to this date.

At-Large positions applications: paperwork and information must be submitted on 4-H Online by the 4-H Agent no later than May 1st. Applicants for the At-Large positions must complete a video interview and send with application. Please see supplemental information for details (Form 5).

Applicants must decide if they want to apply for an area grouping position or an At-Large position. They cannot apply to both.

To minimize vacancies and to increase the opportunity for youth to serve on STC all unfilled area grouping spots will go into a **State-Wide** pool for service on the State Teen Council for a term of one year. The state-wide pool of all vacant positions will be filled after June 1st, but before Teen Conference. These applicants can apply for an *Area Grouping Position* after completing their one-year term. Individuals applying for the state-wide positions must have their application submitted on 4-H Online by May 4th. Applicants for the state-wide positions must complete a video interview and send with the application. Please see supplemental information for details (Form 5).

Attendance

There is a significant time involvement to serving on the State Teen Council. Attendance at 4-H STC meetings is considered mandatory and absence or tardiness may lead to removal from the council. With only four meetings a year it is vital that everyone attend the full meeting each time. Those individuals who cannot attend the meetings should not apply to be on STC. STC members are expected to be at the 4-H Summit session they are assigned and all of Kentucky 4-H Teen Conference in addition to meetings. Arranging travel to the meetings is your responsibility. During your term as a STC member it is requested that you place your attendance and involvement as a high priority. If you feel that you are not able to commit fully to this position it is asked that you not apply.

Meeting Cost

In addition to the time commitment, there are fees associated with being involved on the State 4H Teen Council. These include, but are not limited to, the following:

5 STC Meetings (September, November, February, April, June)	\$50 = \$250
4-H Teen Conference	= \$250
4-H Summit	= <u>\$TBA</u>
Total Expenses	\$500

The Kentucky Farm Bureau supports the financial operations of the State Teen Council, and the above prices are subsidized by their generous donation. It is encouraged that you work with the youth and adult councils, businesses, and leadership in your county to secure funding for your participation. However, it is your responsibility to ensure that these are paid in a timely manner. Please have your 4-H agent contact Patrick Allen if financial concerns may keep you from membership on the STC. Counties and Area Groupings paying for one or multiple members may submit a one-time check for all meetings if they wish to do so. State Teen Council fees are subject to the Kentucky 4-H Fee & Late Payment Policy, lack of payment may mean removal from council.





Fundraising

State 4-H Teen Council teaches its members how to plan, implement, fund, and evaluate activities and events. This includes creating a budget and fundraising to support their anticipated expenses. The State 4-H Teen Council will select one or more fundraising opportunities during the year to help fund their program. This money is used to support the work of committees, pay for special events and cover the cost of incidentals that help the council. It is expected that all STC members will participate in the raising of funds for the council. In addition, all STC members will be asked to donate to the Kentucky 4-H Foundation. The amount of this donation is not important. The goal is to demonstrate that the KY 4-H STC has 100% of its membership supporting the organization that provides financial support to KY 4-H activities.

Educational Programming

The State Teen Council will develop a project to take back to their county and area groupings to share with youth and adults. They are expected to participate and complete proper reporting. Each year the STC will be involved in leadership and college/career readiness activities to develop their skills related to the next step in their life.

Being a Liaison to Your County/Area grouping

State 4-H Teen Council members must be in good standing with their county 4-H program. State 4-H Teen Council serves to help with the two-way flow of information from the state to the county/area grouping level. This means that all STC members are expected to attend their county or area grouping councils. After each meeting, STC members should contact their appropriate staff and volunteers to share information. Failure to serve in this role may result in losing your spot on STC. Membership on the STC is dependent on being a member in good standing in your county program. Communication with the local 4-H agent is vital to the success of the STC members.

Behavior & Conduct

STC members are considered representatives of the overall Kentucky 4-H Program. As such, their behavior, conduct, dress, and actions reflect the standards of 4-H in Kentucky. STC members should serve as role models for other 4-H members in the State and adhere strictly to the code of conduct. Members that fail to adhere to these expectations may be dismissed from the council.

Updated 1/23/2024 JPA





State Teen Council- Area Grouping Representative Application (Form 1)

The following information should be submitted to your 4-H Agent along with any additional forms required.

All Applications will be submitted by the 4-H Agent on 4-H Online

Area Grouping applications due by May 1st on 4-H Online (All documents will be uploaded in 4-H Online)

First Name:	Last Name:
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Project/ Workshop Proposal (REQUIRED)

Please write a one-half to one-page project proposal. All project proposals will be voted on by STC members with one selected for implementation in a 60-minute, workshop format geared toward middle school youth (but easily adaptable for younger or older youth). These should be clearly outlined and specific. If selected as the STC project, this will be taken back to the counties to implement, taught at 4-H Summit and county requested visits.

Please include in the proposal:

- A) Project Description
- B) Learning objectives (A minimum of three is required)
- C) Materials list
- D) Step by step instructions on facilitating the workshop.

Professional Resume & Photo (REQUIRED)

Please attach your professional resume: At this stage in life, you will focus on including information regarding your education (GPA), your extra-curricular activities, any leadership positions you hold or have held with 4-H or other youth organizations, any certifications you have earned, and finally include service projects you have assisted with or organized. To further assist you in creating a professional resume, you can contact your 4-H Agent and ask for a resource called *Kentucky 4-H Workforce Preparation and Career Readiness Curriculum*.

I have read and understand what is required of a State Teen Council member. As a 4-H member I will support and abide by ALL outlined policies and procedures. (By signing you are acknowledging that you have read and agree to these responsibilities, roles, and expectations).	
Youth Signature:	Date:
Parent/ Guardian's Signature:	Date:
4-H Agent Signature:	Date:



4-H Youth Development CODE OF CONDUCT FORM (NOT FOR RESIDENTIAL CAMPS)

All 4-H members and family/friends associated with 4-H members must respect the individual rights, safety and property of others and adhere to this Code of Conduct. A 4-H member may be prohibited from participating in a specific event/program if the participation by the individual poses a danger to the 4-H member and/or others. The following guidelines are designed to make all 4-H events safe, meaningful, and satisfying to youth and others attending.

WHILE ATTENDING ALL 4-H MEETINGS, PROJECTS, PROGRAMS, ACTIVITIES AND EVENTS:

- Each 4-H participant is expected to attend all planned sessions, workshops, field trips, and meetings of the event, and to be in appropriate attire. Dress codes will be specific to individual events. Delegation chaperones and/or volunteers are responsible for ensuring that members participate in all aspects of the planned program activities.
- The possession and use of alcoholic beverages, tobacco products, vape juice and/or devices, and/or drugs (except for medications prescribed to the participant by a licensed physician) are prohibited. Delegation chaperones and/or volunteers shall limit use of tobacco products to designated areas.
- Possession of firearms not for educational use is prohibited.
- Setting off fire alarms and tampering with fire extinguishing and other emergency equipment are prohibited.
- Gambling of any type is prohibited.
- Respect toward others and facilities shall be demonstrated. Bullying, harassment of others or destruction of property shall not be tolerated. Bullying and harassment can include the use of social media.
- Obscene, discriminatory and/or inappropriate language, roughhousing, and insubordination are prohibited at all times.
- Display of overly affectionate or inappropriate attention between participants is prohibited.
- Technological equipment (including but not limited to cell phones, laptops or mp3 players) shall not interfere with the program and may not be allowed in certain situations.
- All clothing shall be acceptable in repair and appearance and shall be worn within the bounds of decency and good taste as appropriate for 4-H events. Articles of clothing which display profanity, products, or slogans which promote tobacco, alcohol, drugs, sex or are in any other way distracting, are prohibited. *Each county may adopt additional Code of Conduct guidelines.*

WHILE ATTENDING OVERNIGHT CONFERENCES, CAMPS, AND EVENTS, THE FOLLOWING WILL ALSO APPLY:

- All participants are to be in their assigned area at curfew and comply with quiet hours, lights out, and other rules of the event.
- No member or volunteer may leave the grounds without the permission of the conference director or adult in charge. An adult shall accompany a 4-H member any time they leave the grounds. Adults shall notify another adult in the delegation before leaving the grounds.
- At overnight events, only conference participants may be in sleeping areas. Lounges or common areas may be used only for working committees and social activities.
- Room service such as phone calls, food, laundry, or others shall not be permitted without chaperone permission.

Any violations of this Code of Conduct shall be reported promptly to the adult in charge of the delegation/program and to the person in charge of the event. The person in charge of the event shall have the final responsibility for disciplinary action. **Failure to comply with the Code of Conduct by 4-H'ers and family/friends associated with the 4-H participant may result in penalty including, but not limited to, the following:**

- Sent home from the activity or event at his/her own expense
- Barred from participation from future 4-H events
- Assessed the cost of damages for destruction of property

I, _____, have read the Code of Conduct and agree to abide by its rules.

(Print Name)

I understand that infraction of this Code of Conduct will result in any or all of the penalties listed above.

Member/Volunteer _____ County _____

Parent/Guardian _____ Date _____





2024- 2025 State 4-H Teen Council - Applicant Information (Form 2)

Please fill out the following information completely. Attendance at meetings is mandatory! Please note that, according to the State Teen Council constitution, all area grouping applicants must be 15-18 (by 4-H age) to be eligible to be on the State Teen Council.

First Name:	Last Name:	County:	Area Group:
Cell Phone:	Email:		
Polo/T-Shirt Size: _____ Small _____ Medium _____ Large _____ X Large _____ XX Large _____ XXX Large			
Note: Each Area Group can have a total of four members Three At-Large members for the State Statewide are filled based on vacancies		Please check what position you are submitting this application for:	
Are you a returning State Teen Council Member?	_____ YES	_____ NO	AREA GROUPING POSITION: _____
Term: Check one Serving FIRST YEAR of two-year term. _____ Serving SECOND YEAR of two-year term. _____		AT-LARGE POSITION: _____	
		STATEWIDE POOL: _____	
<p>PLEASE make sure you can attend the meetings before committing to being on STC. Not attending meetings inhibit the effectiveness of the ENTIRE council. There is a strict attendance policy we enforce!</p> <p>All absences are reviewed by the Peer Review Committee.</p> <p>All members on STC are also expected to attend 4-H Teen Conference and 4-H Summit No exceptions!</p> <p>STC members understand that due to the obligation to attend Teen Conference they cannot Work as a 4-H Summer Camp Staff member and serve on the STC in the same year.</p>	STC Meeting 1: September 13 - 15, 2024,	_____ YES _____ NO	<p>ACT tests are held around these same dates. Plan, accordingly, attendance is mandatory at STC meetings.</p> <p>Sports and band June conflict with meetings. Missed meetings will result in dismissal from the council. By completing this application, you are prioritizing your extracurricular activities. Please make sure you are ready to commit to STC before applying.</p> <p>STC members are required to attend 4-H Summit with their county, work with 4-H Agent.</p>
	STC Meeting 2: November 1 - 3, 2024	_____ YES _____ NO	
	STC Meeting 3: February 7 - 9, 2025,	_____ YES _____ NO	
	4-H Summit: March TBD, 2025	_____ YES _____ NO	
	STC Meeting 4: April 18 - 20, 2025,	_____ YES _____ NO	
	STC Early Arrival: June 9, 2025, 4-H Teen Conference: June 10 - 13, 2025	_____ YES _____ NO	
Representative Signature: _____	<p>Due to our active meeting schedule, business is conducted through social media in between meetings. STC members are added to a <i>closed</i> Facebook group and are expected to participate in the online discussion on a regular basis. Additionally, all members are expected to sign-up for a Gmail account. (first initial last name ky4h) (Example: rnolesky4h@gmail.com) This email should be sent to Patrick Allen with your name in the subject heading.</p> <p>Meeting information packets with details for each meeting are emailed to STC members by State Officers, and to Agents by Patrick Allen.</p>		
Parents Signature: _____			
Agent Signature: _____			





2024-2025 State 4-H Teen Council – At-Large and State-Wide Applicants ONLY (Form 5)

Please record a professional video answering the following questions. This will be evaluated as part of your application to serve on the Kentucky 4-H State Teen Council. This video should be viewed the same as an interview and therefore the applicant should dress appropriately and not have any distractions in the background. The video must accompany your paper application. Your 4-H Agent will upload the video with form 3 in 4-H Online.

- 1) Name, Area Grouping, County
- 2) Please share why you want to serve on the State Teen Council.
- 3) What are activities you have done through 4-H in your community? Area Grouping? State?
- 4) What has been your most rewarding experience in 4-H?
- 5) If someone were to ask you what 4-H is, how would you explain it? Pretend like they have never heard of 4-H before.
- 6) What qualities can you bring to the 4-H State Teen Council?
- 7) What ideas do you have to share with the 4-H State Teen Council?
- 8) What are your goals? Personal, academic, professional, 4-H.
- 9) What are the mandatory events for 4-H State Teen Council members?
- 10) Do you think the 4-H State Teen Council is an important aspect of Kentucky 4-H? If so, why?

