

# CLUB MANAGER CONNECTION

DISTRICT 8 4-H CLUB MANAGER CONNECTION



## Thank you for all you do!

Feeling the end-of-year burnout? You're not alone! As the busy 4-H season winds down, it's the perfect time to recharge and reflect on your incredible efforts. Remember, you're the heart of our club, and your dedication shapes the experiences and growth of every member.

This May, let's celebrate all you've accomplished and look ahead with fresh energy. We've got some exciting tips and tools to help you rejuvenate and get ready for an even more amazing 4-H year. Take a deep breath, pat yourself on the back, and let's gear up for new adventures and successes!

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**District 8 4-H**  
*Making the best better*



Preparing for the next 4-H year is crucial for ensuring a successful and enriching experience for all members and volunteers. As a 4-H club manager, taking proactive steps to organize, plan, and enhance your club's activities will set the foundation for a productive year ahead. By focusing on key areas such as scheduling, volunteer training, program improvement, goal setting, securing resources, documentation, and community building, you can create an environment that supports growth, learning, and engagement for everyone involved. Here are few tips to help you get started.

## **1. Plan the Annual Calendar:**

- **Set Key Dates:** Identify and schedule key events, meetings, and deadlines for the year. Include project deadlines, workshops, community service projects, and county fairs.
- **Communicate Early:** Share the calendar with members and parents well in advance to ensure everyone is informed and can plan accordingly.

## **2. Recruit and Train Volunteers:**

- **Identify Needs:** Determine the areas where volunteer support is needed, such as project leaders, event coordinators, and mentors.
- **Provide Training:** Organize training sessions to equip volunteers with the necessary skills and knowledge. This could include workshops on youth development, safety protocols, and project-specific training.

## **3. Evaluate and Improve Programs:**

- **Gather Feedback:** Collect feedback from members, parents, and volunteers about the past year's programs and activities. Use surveys, suggestion boxes, or informal discussions.
- **Implement Changes:** Use the feedback to make improvements and adjustments to existing programs. Introduce new projects or activities that align with members' interests and needs.

## **4. Set Goals and Objectives:**

- **Club Goals:** Establish clear goals for the club, such as increasing membership, enhancing community service efforts, or achieving specific project outcomes.
- **Individual Goals:** Encourage members to set personal goals for their projects and overall 4-H experience. Provide guidance on setting SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals.

## **5. Secure Funding and Resources:**

- **Budget Planning:** Develop a budget for the year, accounting for all expected expenses such as supplies, event costs, and travel.
- **Fundraising:** Plan fundraising activities and seek sponsorships or grants to support club activities. Encourage members to participate in fundraising efforts to develop their financial literacy skills.

## **6. Update and Organize Documentation:**

- **Member Records:** Ensure all member records are up to date, including contact information, enrollment forms, and health forms.
- **Resource Materials:** Organize and update resource materials such as project guides, curriculum, and training manuals. Make these resources easily accessible to members and volunteers.

## **7. Foster Community and Team Building:**

- **Kickoff Event:** Plan a kickoff event to start the year with enthusiasm and foster a sense of community. This could be a picnic, a team-building activity, or a special meeting.
- **Regular Communication:** Establish regular communication channels, such as newsletters, emails, or a club website, to keep everyone informed and engaged throughout the year.

By following these tips, 4-H club managers can effectively prepare for the upcoming year, ensuring a smooth and successful experience for all members and volunteers.

# Record Book-Personal Stories

Creating a unique 4-H record book story can be a rewarding experience. Here are eight tips to help you craft a compelling and distinctive narrative:

- 1. Start with a Hook:** Begin your story with an engaging introduction that captures the reader's attention. Use a memorable anecdote, a surprising fact, or a thought-provoking question to draw readers in.
- 2. Reflect on Personal Growth:** Highlight your personal development and the skills you've gained through your 4-H projects. Discuss challenges you've overcome, lessons you've learned, and how you've grown as an individual.
- 3. Be Specific and Detailed:** Provide specific examples and details about your projects and experiences. Describe the processes, techniques, and tools you used. Specificity makes your story more relatable and vivid.
- 4. Showcase Impact:** Emphasize how your 4-H involvement has made a difference in your community or to others. Share stories of community service, leadership, and how your projects have benefited those around you.
- 5. Include Personal Stories:** Share personal anecdotes that illustrate your journey. Stories about memorable moments, interactions with mentors, or funny experiences can add depth and personality to your record book.
- 6. Use Visuals:** Incorporate photos, charts, and other visuals to complement your narrative. Visual aids can make your record book more engaging and help illustrate your achievements and progress.
- 7. Reflect on Future Goals:** Discuss how your 4-H experiences have influenced your future aspirations. Reflect on how the skills and knowledge you've gained will help you achieve your long-term goals.
- 8. Edit and Revise:** Take the time to thoroughly edit and revise your story. Ensure that your writing is clear, concise, and free of grammatical errors. Consider asking a mentor or peer to review your story and provide feedback.

By following these tips, you can create a 4-H record book story that is not only unique but also a true reflection of your experiences and growth.

Record Book Stories

# What's in a project?

## WHAT IS....

### Public Speaking

4-H PROJECT INFO

Does the thought of speaking in front of large groups make you nervous? Do you want to learn how to be a better speaker? Overcome fear of crowds and improve your presentation skills in the public speaking project. You'll learn how to prepare with research, organization, and then present on any given topic. By the end of this project, you will be able to speak on fascinating topics with style and poise.

#### Skills Learned:

- Conflict Resolution
- Leadership Skills
- Critical Thinking
- Teamwork
- Presentation Skills

#### Project Learning Opportunities

- Learn through workshops
- Learn through project meetings
- Learn through guest speakers
- Learn through the Public Speaking contest (Roundup)
- Learn through Educational Presentations

#### Other Speaking Opportunities

- Major Stock Show (Public Speaking Contests)
- Club meetings



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## WHAT IS....

### Shooting Sports

4-H PROJECT INFO

If you enjoy the outdoors and hunting, you'll love the shooting sports project. This project covers firearm safety and teaches responsible handling and use. Get ready because this project is hands on. You'll learn about a variety of firearms - including pistols, rifles, shotguns, muzzleloading, and even archery!

#### Skills Learned:

- Safety
- Firearm Maintenance
- Proper firing techniques
- Parts & Accessories
- Loading

#### Project Learning Opportunities

- Learn through workshops
- Learn through project meetings
- Learn through industry professionals
- Learn through practice
- Learn through contests

#### Optional Contest Opportunities

- State 4-H Shooting Sports Games
- Major Stock Shows
- Texas 4-H Indoor Archery Tournament
- Various shoots across the state (locally hosted competitions)

#### Disciplines

- Archery
- Hunting & Wildlife
- Pistol
- Muzzleloading
- Rifle
- Shotgun



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## WHAT IS....

### Horse Project

4-H PROJECT INFO

Whether you grew up with horses or simply have always loved them from afar, you can learn a lot in the horse project. This project offers activities in horsemanship, horse development and training. You can compete with your horse through breed and event associations. Or you can be the judge as you learn to compete in horse judging!

#### Skills Learned:

- Responsibility
- Nutrition
- Proper care for your animal
- Decision Making
- Public Speaking
- Leadership
- Community Service

#### Project Learning Opportunities

- Learn through workshops
- Learn through project meetings
- Learn through industry professionals
- Learn through research of breeds/characteristics
- Learn through tours
- Learn through contests

#### Optional Opportunities:

- Horse Shows
- Hippology
- Horse Judging
- Educational Presentations
- Horse Quiz Bowl



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## WHAT IS....

### A 4-H Recordbook

4-H PROJECT INFO

Why is it important you keep a record of your 4-H activities? Because, by recording your activities you can remember all the fun you've had so far, and set future goals! Keeping records of 4-H projects could help you when you apply for college scholarships too! 4-H Record books are books you make to record your annual projects.

#### Why put together a recordbook?

- Recordbooks allow the members to tell how they have grown, what they have learned, where they came up short, and to do it creatively within outlined parameters
- Recordbooks demonstrate the importance of keeping a written document of what has been done
- Recordbooks provide a written platform for goal setting and documentation of the actions required to reach goals

#### Record-keeping process

- Goal setting-getting started
  - Set goals to help you grow through your 4-H project
- Journaling-as things happen
  - Keep records of everything that happens with your project (calendars, index boxes, binders, or apps are great tools)
- Reflecting-looking back
  - Reflecting on your progress helps you prepare to complete your recordbook

#### Parts of a Recordbook

- Check Sheet
- Personal Information Page
- 4-H Story & Photo Portfolio
- Report Forms

Agricultural Sciences  
Beef  
Citizenship & Civic Education  
Dog Care and Training  
Consumer Education  
Entomology  
Fashion & Interior Design  
Food & Nutrition

Gardening & Horticulture  
Goat  
Health & Personal Safety  
Horse  
Leadership  
Natural Resources  
Photography  
Plant & Soil Science  
Poultry

Public Speaking  
Rabbit  
STEM  
Sheep  
Shooting Sports  
Swine  
Theater & Performing Arts  
Veterinary



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**Be sure to check out these resources in our  
Club Manager Google Drive!**

**REMINDERS & LINKS TO REMEMBER**

