

4-H

COOPERATION EXTENSION

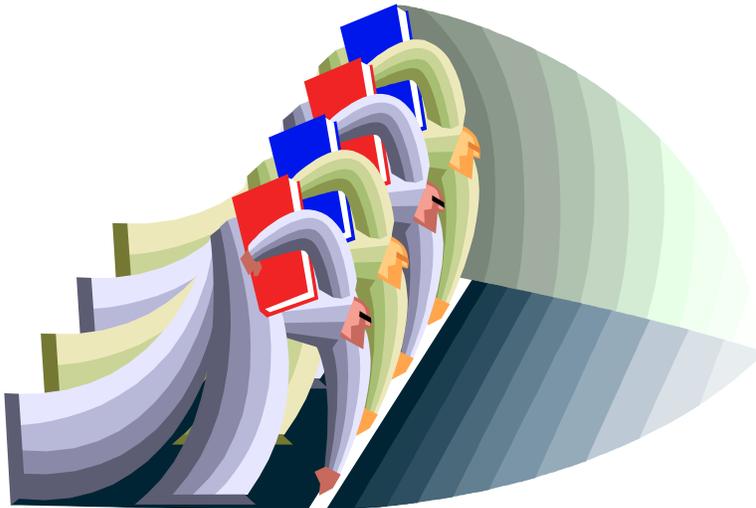
UNIVERSITY OF CALIFORNIA

CLOVER NOTES

LOS ANGELES COUNTY 4-H YOUTH DEVELOPMENT PROGRAM



November – December 2003



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Visit our website at <http://celosangeles.ucdavis.edu>

Workforce Prep Curriculum Resources Available

by
John Pusey
4-H Youth Development Advisor

Our new office on Cesar Chavez Avenue include a wonderful Volunteer Resource Center, which Silvia Turcios has organized into a great library with a wide range of curriculum materials, reference books and other resources for 4-H volunteers and participants to review. As part of my work on the 4-H Workforce Preparedness Workgroup, I developed an overview of a number of the workforce prep curricula we have available. Since many 4-H projects have real world applications, the planning, marketing, budgeting and financial management activities included in these materials could be a great resource for Project Leaders and Teen Leaders. Below is a summary of several of these curricula.

Title: Dream Catchers: Developing Career and Educational Awareness in the Intermediate Grades.

Author: Norene Lindsay

Publisher: JIST Works, Inc.

Description: 58-page Teacher's Guide and 50-page Student Activity Book. Worksheet oriented. A small set of worksheets and discussion topics are included in 3 parts: making choices; discovering skills; ability, effort and achievement. Introduces concept of career clusters. Reviews personal skills such as self-management, time management, academic skills and job-related skills. Seeks to reinforce concepts of planning ahead and having choices. Teacher's Guide indicates learning objectives for each activity, and whether the activity is for individuals or individuals and small groups.

Sample activity: You can improve, too! Pick one of the subjects you identified as your weakness. Then fill in the chart below. Try to be specific with your solutions. For example: Causes of my problem: I forgot to take my books home. How can I improve: Write down the books I need in an assignment notebook.

Comments: Could be used to introduce Workforce Prep in settings with small groups and limited time for each session and for the overall project. Many of the activities could be done as group discussions rather than individual worksheets.

Title: Hire Learning/Schooling That Works Series Publisher: JIST Works, Inc.

Authors: Patricia L. Duffy and T. Walter Wannie, revised by Mike Farr.

Description: There are three titles in this series. Each title is a 100+ page workbook for participants. There is also an Instructor's Guide. Titles include: Setting Your Career and Life Direction; Landing a Job; Succeeding In Your Work and Your Community. Setting Your Career and Life Direction includes interest and ability inventories, attitude and values exploration, and workplace communication skills. Landing A Job focuses on creating a resume and cover letter, networking, job applications and preparing for interviews, with practice answering difficult questions. Succeeding In Your Work and Community explores how to keep a job, change jobs, overcome barriers, self-employment and employability tips. There are several workplace scenarios that participants respond to.

Sample activity (from Succeeding In Your Work and Your Community): "Sometimes we box ourselves into corners by playing roles that don't really fit with who we are. We mask our true feelings and choose a role that we think will impress somebody, when what matters is who we really are. Our role may blur the line between reality and fantasy and trap us into limited ways of thinking and behaving. Think about the roles you play at home, at school and with friends. Choose three of your roles and decide how they may help you—or hinder you—now or in the future. List the roles, and describe a situation in which this role is either a positive or negative for you.

Comments: The series provides good coverage of basic skills and strategies using paper-based activities. Many of the activities could be adapted to group discussion, which would work better for younger participants or participants with lower literacy skills.

Title: Career Activity Books

Publisher: Mark Twain Media Inc.

Description: A series of six activity books for grades 5–8+. Careers are divided into six areas: Careers in the Technical Fields; Careers in the Arts; Careers in Science; Careers in Sales, Marketing and Management; Careers in the Social Services, and Careers in Business Operations. Each unit has about 25 careers, with a one-page description including potential employers and the job outlook through 2005, and a question page of fill-in-the-blank and short answer questions. These can be used as worksheets or as ideas for group discussions.

Sample activity: Read description of shipping/receiving clerk. List some of the materials and equipment shipping or receiving clerks work with. Where can you receive shipping and receiving training? What do you consider to be the positive aspects of this job?

Comments: The description pages provide thorough and concise summaries of each career. The question pages mostly require quoting from the description page, but some question pages include items that could stimulate discussion or engage participants in assessing the positives or negatives of a particular career.

Title: T.R.E.E.—Training Resources for Employment Exploration

Publisher: ACS State and Local Solutions (formerly published by Curtis and Assc.).

Description: A curriculum for middle school participants with 40 lesson plans presented in 2 parts: Preparing for Your Future; and Building a Business; with accompanying Student Handbooks. Lessons in Part 1 explore job clusters, time management, interviews, letters, asset inventories, self-management, goal setting, and so on. Part 2 covers building a business, identifying resources, creating a product, pricing and marketing a product, managing money, etc. Each lesson is designed to take 45 minutes. Lessons start with an “energizer” activity. Said to meet School To Career standards.

Sample activity: Introducing Time Management. Principles: Introduce participants to the concept of managing their time to achieve their goals. Guide Participants to make wise decisions. Transition: “Your assignment for today was to plan your schedule for a Free Day. What did you decide to do?” Rules: instruct a volunteer to share his or her Free Day, then post the Free Day on the wall in the class career center. Continue until all participants have shared their Free Day. Observation: Make sure all participants participate. Use red lights to promote good listening skills by pinpointing participants who are not listening. Evaluation: “Did you have to choose between activities for you Free Day? Or did you know exactly what you wanted to do? Discuss. Having a totally Free Day is a fantasy, but we do have 24 hours a day and we must make wise choices on how to spend every minute.”

Comments: Classroom oriented but can be adapted to project meetings or after school settings. Attempts to be teacher friendly. Lessons are presented as group expectations, “energizer” (engagement) activities, advance preparation notes, rules (steps), observations (tips) and evaluation (summary statements). Highly structured, standardized delivery format with a behavior modification orientation that can seem condescending. Includes duplication masters for handouts. An experienced leader could adapt to this quickly. After school staff would need training that provided a good overview of the contents and help in selecting a limited set of activities.

Title: Junior Achievement Elementary School Program

Publisher: Junior Achievement, Inc.

Description: The Elementary School Program is an economics and business curriculum for participants in kindergarten through grade six. Participants learn about the roles they play as

individuals, workers and consumers. Through discussion and activities, participants discover how basic economic concepts apply to their lives—today and in the future. The curriculum is available as six kits: Ourselves, Our Families, Our Community, Our City, Our Region, Our Nation. Kits include Guide for Teachers and Consultants, handouts, wall charts, game pieces and other consumables. Each guide presents a program overview including theme and goals, a review of the program materials and activity plans. There is also a page of teaching techniques. Each activity plan includes an overview, objectives, preparation, time and materials needed, followed by a detailed description of the presentation of the activity.

Sample activity: Regional resources. Youth learn about the people, equipment and materials needed to produce goods. “Do you like pizza? Have you ever wondered where the pizza was made and how it got to the store or restaurant?” Explain that businesses work together to bring products people want to the stores. “What are the resources needed to make this pizza and bring to your neighborhood?” List the responses on a blackboard or chart paper under the headings People, Equipment, Materials. Now divide the participants into 8 groups and give each group a set of resource cards. Give each group a Using Resources worksheet. Have the participants look at their cards and decide under which heading their resource belongs. Appoint a recorder for each group. Tell the participants they must use all 8 resources shown on their cards to produce a product, but other resources may be used as well. Ask the participants “If you were going to start a business that sold your group’s favorite product, what would you call your business?” Ask the reporters from groups with identical resources “What products could your group make? What was your group’s favorite product? What is the name of your group’s business?” Ask the second reporter the same questions. Move on to the next pair until all groups have reported.

Comments: Kits can be purchased from JA, and training is available. These materials have been used effectively in after school programs in the L.A. area (L.A.’s BEST, 4-H ASAP). For programs with limited budgets (kits are approximately \$100 per title) JA is willing to explore cost sharing options.

Title: From Vision To Action

Publisher: Global Education Partnership

Author: Tony Sillard, et al.

Description: This is a 5-part curriculum designed to help youth become employable and self-reliant in a global marketplace. It is one of the few workforce prep resources to specifically adopt a global perspective, with an emphasis on socially responsible enterprises. Module titles are: Open For Business, How to Start and Operate a Socially Responsible Business, How To Find the Job You Love, How To Become an Intra-preneur, and Business Plan Workbook. Lessons are designed to be experiential. The curriculum begins with exercises to help develop a personal vision statement, and then explores two paths to self-sufficiency: finding a job or creating one. There is good cross-cultural content. Activities expose youth to business planning, marketing, budgeting, financial management, all with a global perspective.

Sample activity: From module 1. Creating Your Own School. “If you had the power to redesign your school, what special features would you set up? Think about this activity in terms of the marketing strategies that you have learned in this lesson, and begin designing your own school. Break into groups of 5. Discuss everyone’s idea for a private school. Create a list. Create a list of the factors your group would not like to include. Answer the three key strategy questions: What is your market segment (who are your potential customers)? Target: what are the benefits your product or service provides? Position: who are your competitors, and why is your product or service superior? Identify the 4 P’s of marketing for the private school you will be starting? Product, Price, Place (or Time), and Promotion. Were you able to easily answer the 3 strategy questions? How did your business meet the marketing test of the 4 P’s? Would you change your business idea?

Comments: The workbooks are written for the youth participant to read and use directly. If used this way, they require a good level of reading comprehension and self-motivation. But the text can also be used as a discussion briefing for adults or teens using the materials with younger audiences. The authors establish high expectations at the outset, and there is nothing condescending in the content or structure.

Title: Exploring Careers: A Young Person's Guide to Over 300 Jobs
Publisher: JIST Work, Inc.

Description: Includes a 500-page reference book with detailed descriptions of 300-plus jobs, an instructor's guide with activity sheets for duplication, and a student workbook. Includes self-assessment activities, skills identification worksheets, career interest survey, and so on. Based on content provided by the Dept. of Labor in 2001.

Sample activity: Jewelers are not the only people who make and repair metal products. Descriptions of 7 such workers are listed below, along with the names of seven occupations. Try to match the workers with their job titles.

1. Max uses his hammers, torches and crowbars to make accident victims look like new (Answer: Automobile body repairer). And so on.

Comments: Text heavy and reading-oriented. A lot of the activities are in the form of unscramble puzzles, crossword puzzles, etc. Suited to a Career Center environment. Some of the information is dated (originally published in 1990). Could be used as a reference in planning more hands-on, interactive activities.

Title: Real Life Employment (Teacher's Edition)

Author: Eleanor Angeles

Publisher: Scholastic

Description: Reinforces learning of basic skills (including reading and writing competencies) in the context of a variety of job situations. The complete curriculum (not available in the Resource Center) includes a book of print masters and overheads; multiple copies of a 128-page work text; an annotated teacher's edition; and a Teacher's Guide for minority language participants. There are 8 units: Job Hunting, Working In Stores, General Office Work, Specialized Office Jobs, Service Jobs, Working With Your Hands, Government Jobs, New Jobs/New Technology. The Teacher's Edition gives a complete overview of the curriculum and answers to workbook activities. Most lessons are structured with introductory activities, class discussion, and additional activities. The approach is pragmatic and covers the most basic skills. The examples are realistic.

Sample activity: Bakery Sales Clerk: Reading Price list. A woman comes into the store and wants four different deserts. She does not want to spend more than \$3.50 on each item. She does not want anything that has fruit or cheese in it. List eight suggestions for her.

Comments: Reviewed Teacher's edition only. Would work with middle school age participants as an introduction to the world of work and a skill and vocabulary builder, as well as high school participants in need of supportive and remedial skill building. Examples cover a wide variety of common jobs.

CLUB NEWS

Gnosis 4-H

Our club met over the summer, outside in a park. At first, we had only three people, but more came and our group has begun to form.

We made club t-shirts by using shaving cream to tie-dye them. It sounds silly, but it really works. Then we painted our shirts and added our names to them.

In September, we learned about flat travelers and began working on 4-H travelers. I'm still working on mine, which is a butterfly. Flat travel lets us see the world for the cost of a stamp.

I participated in the Los Angeles County Fair this year for the first time. While I won several firsts and a Sweepstakes award for my photography, I had too many seconds so I'm going to try harder next year. I think more 4-Hers should enter the fair because I felt like the only one there.

By Nik Keenberg, Outgoing Sgt.at Arms



DISTRICT NEWS

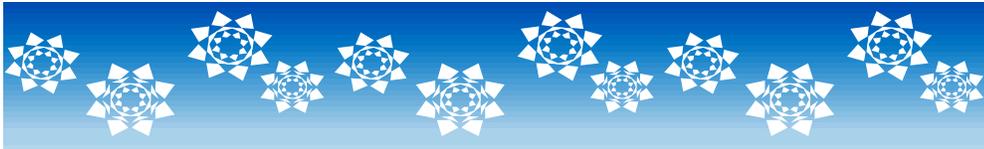
2003 County Hi 4-H Winter Camp



- WHO:** 4-H members ages 13 and up.
- WHEN:** Friday, February 6, 2004 through Sunday, February 8, 2004
- LOCATION:** Buckhorn Camp
- TRANSPORTATION:** Everyone must provide their own transportation
- ITEMS TO BRING:** Sleeping bags, extra blankets, towel, washcloth, toiletries, plenty of warm clothes, boots or snow gear, sleds, toboggans, inner tubes, extra shoes, clothesline, etc.
ABSOLUTELY NO ELECTRIC BLANKETS!
- TIME:** Check-in: 6 pm Friday, February 6, 2004
Check-out: Noon, Sunday, February 8, 2004. You must have your cabin checked for cleanliness before checking out. Everyone must leave the camp by NOON
NO ONE MAY LEAVE EARLY!
- CHAPERONES:** District Hi 4H Advisors are responsible for getting the number of women and men chaperones needed for the number of members attending from their District. They are expected to arrive at the beginning of the event and stay until it is over, they will be expected to help serve some of the meals. There should be 1 chaperone for 8 campers. All chaperones must be over 21 years old and enrolled as a 4-H Leader. Final decision on chaperones is the responsibility of SSG Hi 4-H Advisor in consultation with the County Office.
- OTHER ADULTS:** Any 4-H leader is welcome to attend in addition to chaperones (subject to space availability & pre-approval of the adult in charge). However, they are responsible to pay their own fee and submit the reservation form. **NO VISITORS WILL BE ALLOWED**-Contact the adult in charge regarding this matter.
- INSURANCE:** The 4-H Accident Insurance will cover any accident incurred by a 4-H member or leader. **ILLNESS IS NOT COVERED.**
- RESERVATIONS:** Complete all the required forms:
1. Reservation Form
2. Medical Release Form
3. Sign Code of Conduct
4. Contract for Chaperones
5. Chaperone List
6. Make checks payable to SSG Hi 4-H in the amount of \$55.00
Mail it to: Debbie Treadwell by Jan. 26, 2004.



CASH WILL NOT BE ACCEPTED. NO ONE WILL BE ADMITTED WITHOUT A RESERVATION. IF YOU DO NOT MAKE A RESERVATION, PLEASE DO NOT MAKE THE DRIVE.



RESERVATION FOR COUNTY HI 4-H WINTER CAMP 2003

CAMP BUCKHORN
FEBRUARY 6, 2004—FEBRUARY 8, 2004

NAME: _____ AGE: _____ GENDER: F _____ M _____
ADDRESS: _____ CLUB: _____ DISTRICT: _____
CITY: _____ ZIP: _____ PHONE NO.: () _____

**I HAVE READ AND AGREE TO ABIDE BY THE 4-H CODE OF CONDUCT AS STATED.
NON-COMPLIANCE WITH THESE RULES COULD RESULT IN MY BEING SENT
HOME AT MY OWN EXPENSE.**

Signature of Hi 4-Her: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____

Signature of Chaperone: _____ Date: _____

Question to parent/guardian:

Would you be interested in serving as a chaperone? Yes _____ No _____

PLEASE RETURN ALL FORMS WITH YOUR \$55.00 CHECK TO YOUR HI 4-H ADVISOR BY
JANUARY 16, 2004 OR DIRECTLY TO DEBBIE TREDWELL BY JANUARY 23, 2004

Hi 4-H Advisor, please forward packet by January 23 2004 to: **Debbie Treadwell**
624 E. Grand Ave.
Pomona, CA 91766



COUNTY NEWS

Clover Notes available online ONLY.

Due to the budget cuts, printing and mailing each family a printed copy of Clover Notes is no longer feasible. Thus, the Los Angeles County 4-H staff has decided to offer the Clover Notes on the Los Angeles County Cooperative Extension website only. We feel most members have access or means to access the Internet and can print the information as needed. If you don't have access to the Internet, you can go to one of the County Offices in A.V. or L.A. to access, print and make copies of the Clover Notes, or to your local library for Internet access. We apologize for any inconveniences this may cause, but we feel this method will eliminate time delays and help with the financial situation.

Enrollment Deadline

Final enrollment will be due to the County Office November 21, 2003. (This includes new members and re-enrolled members who you did not turn in to the Office in August). In January 2004, rosters will be mailed to all community leaders for review. Final corrections will be due by February 1st, 2004. Please submit all re-enrollment materials directly to Roy Hillstock at the County Office.

Re-enrollment will be closed after November 22, 2003. Clubs meeting the following criteria may continue to submit NEW enrollments up until April 15, 2004: new clubs seeking to expand participation; clubs with enrollment of less than 20 who want to expand their membership; one race clubs (see 4-H policy handbook, section 5); and the South Bay Guide Dog Puppies.

If you have any questions please, call Roy Hillstock at (323) 260-3854.

~~Please note: I though we did away with~~ Club Goals Planned 2003-2004

Club Goals

The Club Goals program is an optional program for clubs that want to create club goals at the beginning of the 4-H year and follow through with trying to meet their goals during the year. Setting goals can be a very helpful process in planning the club's year of activities. Depending on how many goals are reached, a club can earn a seal for their club charter. The Planned Club Goals form suggests club goals, but a club may create their own particular goals pertaining to areas they want to improve in the club.

To participate in this program, a club should submit a Planned Club Goals form to Lisa Heckel, (31232 Quicksilver Lane, Acton, CA 93510). The date for submitting your 2002-2003 Completed Club Goals form was extended to November 30, 2003. The form is attached to this newsletter. In the next issue of Clover Notes, any additional clubs that earn a seal will be announced.

After the end of the 4-H year in June, the club evaluates how they met their club goals. A Completed Club Goals form is filled out and sent to Lisa Heckel (31232 Quicksilver Lane, Acton, CA 93510) by Sept. 15th, 2004. If you need a Completed Club Goals form, contact Roy in the LA 4-H office.

The earned seal for the club charter is presented at the district Achievement Nights in October. If you have questions about this program, please contact your district I&R representative or Noel Keller (909-621-2373).

Completed 2002-2003 Club Goals

Congratulations to the following clubs for their efforts to achieve their planned 2002-2003 program year club goals and for earning the following seal for their charter:

Palos Verdes Peninsula - Gold seal
Rolling Hills - Gold seal

2002-2003 Club and Hi 4-H Officer Book Recognition

Fourteen club officer books were submitted to the LA County Club and Hi 4-H Officer Book recognition competition. We thank the leaders who helped with the judging of the club officer books. We congratulate the following 4H Members for their efforts and accomplishments as club offices:

Antelope Valley district

Wyatt Scott, Canyon Coyotes - Gold Seal & Best AV Vice-President's Book
Jessie Millar, Canyon Coyotes - Gold Seal & Best AV Treasurer's Book
Scott Morgan, Lancaster Sandblasters - No ID form for Treasurer's Book
Eric Nisbet, Jackalopes - Blue Seal for Treasurer's Book
Brianna Ballentine, Neenach - No ID form for Treasurer's Book
Amie Mertz, Canyon Coyotes - Gold Seal & Best AV Secretary's Book
Margaret Austin, Lancaster Sandblasters - Blue Seal for Secretary's Book
Felicia Byrne, Canyon Coyotes - Gold Seal & Best AV Other Officer's Book
Deanna Woodhouse & Stacey Burkhardt, Canyon Coyotes - Gold Seal & Best AV Historian's Book

North San Gabriel district

Brittany Cacho, Pomona Valley - Gold Seal and Best NSG Other Officer's Book
Ashton Lewis, Eagle Rock Highland Park - Participation Certificate for Treasurer's Book
Tiffany Okamoto, Pomona Valley - Gold Seal and Best NSG Treasurer's Book

San Fernando Valley district

No officers' books submitted

South San Gabriel district

Heather Gay, South Day Guide Dog Puppy Raisers - Gold Seal / Best SSG Historian/Memory Book
Jenny Lee, South Day Guide Dog Puppy Raisers - Gold Seal and Best SSG Treasurer's Book

Best in Los Angeles County

Wyatt Scott, Canyon Coyotes - Vice-President's Book
Jessie Millar, Canyon Coyotes - Treasurer's Book
Amie Mertz, Canyon Coyotes - Secretary's Book
Felicia Byrne, Canyon Coyotes - Other Officer's Book
Deanna Wordhouse & Stacey Burkhardt, Canyon Coyotes - Historian's Book

The Best in Los Angeles County category was new this year. Each winner received a Best in LA pin and certificate.

2003 4-H Graduates

The following 4H members are 2003 4-H graduates and were eligible to graduate from the 4H program at their October district Achievement Night programs:

Earning a 4H Graduate Certificate and engraved pin for being in 4H three or more years:

Kindsay Adams - Rustlers 4-H	Heather Lovett - Quartz Hill 4-H
Robby Bisby - Quartz Hill 4-H	Emily Lundin - Leona Valley Racketteers 4-H
Austin Brisson - Quartz Hill 4-H	Jennafer Maria - Quartz Hill 4-H
Kelsey Burkhardt - Canyon Coyotes 4-H	Sarah Moore - Leona Valley Racketteers 4-H
Todd Gear - Jackalopes 4-H	Chrislyn Nefas - Eastside Kids 4-H
Holly Goldstein - Eagle Rock Highland Park 4-H	Kelli Roth - Quartz Hill 4-H
Lindsay Henson - Canyon Coyotes 4-H	Krista Perry - Desert Wranglers 4-H
Blythe Hooyerink - Quartz Hill 4-H	Annie Preis - Eagle Rock Highland Park 4-H
Colby Horwedel - Quartz Hill 4-H	Carl Robbins - Eastside Kids 4-H
Daniel Huffstetler - Quartz Hill 4-H	Lily Siebert - Jackalopes 4-H
Ashton Jones - Desert Wranglers 4-H	Daniel Tafelski - Victory 4-H
Sharon Lawson - Pomona Valley 4-H	Richard Taylor - Rustlers 4-H
JoAnn Llarena - Quartz Hill 4-H	Sarah Taylor - Rustlers 4-H
Levi Llarena - Quartz Hill 4-H	Janel Todd - Desert Wranglers 4-H

We will miss these members and extend to them our Best Wishes in their future endeavors.

If you are a 2003 4-H graduate and do not appear on the list above, notify your club community leader to contact Charlene Moore in the AV 4-H Office.

4-H Booth at the Los Angeles County Fair

The Los Angeles County 4-H Youth Development Program was privileged to have a booth at the Los Angeles County Fair 2003. The booth was located in the Fairview Farm area. Thanks to all the individuals and clubs that volunteered during the fair making it a success. A Special Thanks to Debbie Treadwell of Pomona Valley 4-H for coordinating the setup and operation of the booth.

Microwave Food Demonstrations at the LA County Fair

This year 4-H youth were allowed to give food demonstrations in the demonstration kitchen area of the youth building. The purpose of the activity was to show children how to make simple after school snacks. Samples after the demonstrations were very popular.

Summer Camp Staff Application Time!

It is time again to apply for Summer Camp Staff. You are eligible to apply if you are 14 years old as of January 1, 2004, are a member of Los Angeles County 4-H and *have attended LA County 4-H Summer Camp before!* Attached to this newsletter is an application form to be completed and signed with the appropriate signatures, along with a letter of recommendation form; both of these forms are to be turned into the Los Angeles County 4-H YDP, 4800 E. Cesar Chavez Avenue, Los Angeles, CA 90022 by November 21, 2003.

Junior Leadership Conference

Junior Leadership Conference is for all 4-H'ers 6th-8th grade interested in becoming future leaders and who are looking to meet new people. This program year Junior Leadership Conference will be held at Camp Hollywood Land January 16 – 17, 2004. Participation is limited to 50

participants with priority going to 7th and 8th graders. Come join us at the 2003-2004 Junior Leaders Conference!

Emerald Star program

The Emerald Star program is an expanded Leadership opportunity. If a member has earned their Gold Star Rank or will be 16 by January 1, 2004, they can consider doing an advanced leadership project and earn an Emerald Star for their hat. What activity could they plan and run to benefit the county 4-H program or their community? **An Emerald Star Project can be started at any time during the year.** Call the 4-H office for a packet of information on the Emerald Star Program. Each 4-H district has an Emerald Star advisor. You can work with the Advisor from any of the districts.

This is a great opportunity to do some service for the 4-H program or your community. Examples of successful Emerald Star projects include 4-H being in an entry for the Rose Parade, organizing a community effort to "fix up" a women's shelter, setting up the Entry by Video option for County Presentation Day. Can you think of something that you would like added to the LA County 4-H program? Consider working on setting up that activity as an Emerald Star project.

Incentives and Recognition Committee Meeting – November 13, 2003

The next meeting of the county Incentives and Recognition (I & R) committee will be Thursday, November 13, 2003 at 7:30pm at Good Shepherd Lutheran Church. Call in your suggestions and comments to any of the I & R committee members:

Lisa Heckel	661-269-5155	Judi Murdock	310-375-1734
Cindy Smith	661-268-8515	Noel Keller	909-621-2373
Mary Robbins	818-352-1937	Judylynn Pelling	323-255-9870
Marilyn Nefas	818-352-0864	Robyn Zelden	323-260-3857

Contact Robyn Zelden (323) 260-3857 to receive a Junior Leadership packet.

Junior/Teen Leader Merit Awards

At the end of each 4-H year, junior and teen project leaders can ask to be considered for a Leader Merit award at the time their 4-H Record Book is submitted in the county project awards competition in July. A 4-H member can only earn a Junior Leader Merit Award once and a Teen Leader Merit Award once. The Merit award is in the form of a felt patch that is placed under the Junior or Teen patch to make a gold border around the leader patch. Guidelines enclosed.

Sectional News

11th Annual Teen Involvement Conference
January 23-25, 2004
APPLICATION

REGISTRATION:

Early Bird: If your application is in by December 15, 2003 registration is \$95.00.
Final Deadline: If your application is in by January 5, 2004 registration is \$105.00.
Late Registration: \$20.00 fee will be added.

If you are checking out early at 10:00 am on Sunday check here: _____

GENERAL INFORMATION:

The teen involvement conference is open to all Southern Section 4-H members 13-19 years old. Members must be 13 and not older than 19 by January 23rd, 2004. Age is to be verified by the local club leader and application must include the signature of the local club leader. All members agree to abide by the 4-H code of conduct and any additional rules set forth at the beginning of the conference.

CHAPERON INFORMATION:

There must be one chaperon per 8 members attending. To be a chaperon at TIC you must be an enrolled 4-H leader. Chaperons who are driving: You will not be allowed to leave before the early check out which is Sunday, January 25, 2004 at 10:00 AM. If this is a problem please contact Tony Burkhardt, (909) 685-0569, prior to the conference.

TIC is a first come, first serve conference so get your applications in as soon as possible!

Application must include the following: signed code of conduct, signed medical release form, session selection, this application and registration fee in the form of a check or money order made out to the Southern Section Leaders Council.

Please mail completed application package to: Carrie Crane, 3205 Belgian Dr., Norco, Ca 92860
For more information, please contact Carrie Crane at (909) 734-8231

NAME: _____ AGE: _____

ADDRESS: _____

CITY: _____ ZIP: _____

COUNTY: _____ PHONE: _____

EMAIL ADDRESS: _____

T-SHIRT: (Optional) T-Shirts will be sold for \$10.00. Circle One: Size S Size M Size L Size XL

MEMBER'S SIGNATURE: _____

PARENT'S SIGNATURE: _____

EMERGENCY CONTACT: _____

PHONE #: _____ RELATION: _____

LOCAL CLUB LEADER'S SIGNATURE: _____

PHONE NUMBER: _____

SESSIONS

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TIC SESSIONS SELECTION:

In each time frame rank the sessions that you would like to attend. For example, in Session Block A if your first choice is "A-1" then you write "A-1" on the line labeled "First Choice". If you are presenting in a Session Block please mark the selection "Presenting." All sessions will be on Saturday January 24, 2004.

Session Block A 11:00AM-12:00PM

Presenting: _____

First Choice: _____

Second Choice: _____

Third Choice: _____

Session Block B 1:00-2:00PM

Presenting: _____

First Choice: _____

Second Choice: _____

Third Choice: _____

Session Block C 2:00-3:00PM

Presenting: _____

First Choice: _____

Second Choice: _____

Third Choice: _____

Session Block D 3:30-5:00PM

Presenting: _____

First Choice: _____

Second Choice: _____

Third Choice: _____

Session Block E 6:00-7:00PM

Presenting: _____

First Choice: _____

Second Choice: _____

Third Choice: _____

State News

California & Washington Focus

We are looking for responsible citizens. Do you know if you fit the job description? Would you like to talk with your California State Senator or Assemblymember. Or your U.S. Senator or Congressman? Information about the California Citizenship Focus Program will be arriving in county offices the week of October 13.

At California Focus, you become a registered voter in the state of Sierra Cascade and take on all the rights, privileges, and responsibilities of citizenship. Washington Focus allows you to travel and study in the nation's Capitol, Washington, D.C. You learn how government works and enjoy the traditions and history of the Capitol. A visit with your elected officials is the highlight of both programs.

Come get involved in this hands-on experience with government and community involvement. Applications, with a non-refundable deposit, are due in the California 4-H Youth Development Office on January 12, 2004 for Washington Focus and January 31 for California Focus. Financial assistance applications will be available in late October.

California Focus

June 25 - 29

4-H members must have completed the 8th grade.

Washington Focus #1

◆ **“Road to Democracy”**

June 19 - 28

Take advantage of this study travel trip to Gettysburg, Washington, D.C., Philadelphia, and New York.

◆ **“Heritage Trail I”**

June 19 - 26

For those who wish to travel during this week but prefer to limit their travel to Gettysburg and Washington, D.C.

Washington Focus #2

◆ **“Global Journey”**

July 10 - 21

For those who wish to take advantage of this study travel trip to Gettysburg, Washington, D.C., Jamestown, Yorktown, and Williamsburg.

◆ **“Heritage Trail II”**

July 10 - 17

For those who wish to travel during this week but prefer to limit their travel to Gettysburg and Washington, D.C. (To travel on the Heritage Trail I or II trips, a 4-H leader from the county must accompany the delegation)

Washington Focus programs are open to all adult 4-H leaders and to all youth members who have completed their sophomore year in high school or will be 16 years of age by the time of travel.

National News

Youth Involvement in Civic Governance & Decision Making Grants Deadlines

National 4-H Council announces the availability of the 2004 Youth Involvement in Civic Governance and Decision Making grants. Four state 4-H programs will each be awarded grants of \$9,250 to engage four rural communities, within their state, in the design and implementation of youth civic engagement and governance initiatives. Strategies are to be implemented that will promote positive youth development and leadership development among rural youth. Emphasis will be on introducing adults and organizations in the public and private sectors to the benefits of involving youth as full partners in community decision-making, leadership, and governance.

Grants will be offered at the state level only and are funded by the Land O' Lakes Foundation. To express interest in participating in this grant contact your state 4-H Cooperative Extension office. State Leaders have been emailed a password to download the application at www.grants.n4h.org under "civic governance". The deadline to apply is November 13, 2003.

To find out more about the grant and how to apply go to <http://www.grants.n4h.org/> under "civic governance." Access to the application is for state 4-H Cooperative Extension offices and the sites that they determine will be involved in the program only.

National 4-H Council Seeks Photos for 2006 4-H Calendar

Got a state or county fair award-winning photo from 1997-2004? Submit it to National 4-H Council's annual 4-H photo contest by March 1, 2004.

Thirteen photos will be selected for the 2006 4-H Calendar. Winning photos will be displayed at the National 4-H Conference Center in Chevy Chase, MD and on www.4-hmall.org from September 2004 to December 2004. They will be gallery-mounted and framed and engraved with the photographer's name for the National 4-H Conference Center display.

Winners will be notified around May 2004 and are required to sign (along with parent/guardian) a release to use the photo in the 2006 4-H Calendar. We will also request a second photo to display at the National 4-H Conference Center. Winning photographs will be returned no sooner than December 10, 2004. Submissions not selected for the calendar will be returned by August 2004.

Submissions will only be considered for the 2006 4-H Calendar if they include the following information and criteria:

1. Full name and age of person submitting photograph.
2. Affiliation with 4-H.
3. Complete return address (for both UPS delivery and USPS First Class Mail).
4. Telephone number.
5. List of county, state, 4-H, or other awards that submitted photographs have received.
6. A 25-word or less description of the photo from the photographer.
7. Photo submissions should be 8"x 10", in color, and in a horizontal format. Vertical shots will be accepted only if they can be cropped to fit the horizontal format of the calendar.
8. Please do not submit digital photos printed on a home printer, color photocopies, or low resolution digital prints. The submitted print must have been printed or developed at a photo processing store.

Please submit photos to: 2006 4-H Calendar, National 4-H Supply Service, 7100 Connecticut Avenue, Chevy Chase, MD 20815

4-H SUMMER CAMP STAFF APPLICATION

IN ORDER TO APPLY FOR 2004 SUMMER CAMP STAFF, YOU MUST BE AT LEAST 14 YEARS OF AGE AS OF JANUARY 1, OF CURRENT PROGRAM YEAR, AND HAVE ATTENDED 4-H CAMP PREVIOUSLY. PREFERENCE WILL BE GIVEN TO APPLICANTS WITH JUNIOR STAFF EXPERIENCE.

NAME _____ ADDRESS _____

CITY _____ ZIP _____ PHONE () _____ BIRTHDATE _____

AGE _____ GRADE IN SCHOOL _____ 4-H CLUB _____

YEARS OF 4-H COMPLETED _____

HAVE YOU ATTENDED SUMMER CAMP? _____ YES _____ NO

HOW MANY TIMES? _____

JUNIOR STAFF POSITIONS HELD _____

STAFF POSITIONS HELD _____

If you are on staff and are employed will you be able to take off work for the week of camp and the following training dates for Staff Training?

January 3, 2004 9:00 a.m. – 4:00 p.m. (County Office) Yes () No ()

May 1-2, 2004 Yes () No ()

June 26, 2004 Yes () No ()

Staff training days are mandatory. You may be replaced if you miss any. Be advised!!!

Application cannot be considered without one of the following signatures:

Local Club Leader's Signature _____ Phone() _____

or

4-H Project Leader's Signature _____ Phone() _____

The Letter of Recommendation Form must be sent in to the L.A. County Office by a Local Club Leader, Project Leader, or Hi 4-H Advisor (other than parent). Name of Leader filling out recommendation:

Name _____ Phone () _____

Youth staff will be selected by an interview team. The interviews will be December 13, 2003.

PLEASE RANK FROM 1 TO 3 THE POSITION YOU WOULD MOST PREFER (CHIEF, PRINCESS OR ASSISTANT STAFF COORDINATOR). YOU WILL BE NOTIFIED OF THE TIME FOR THESE INTERVIEWS ON SATURDAY, DECEMBER 13th.

PREREQUISITE FOR CHIEF, PRINCESS AND ASSISTANT STAFF COORDINATOR:
PREVIOUS STAFF POSITION.

1. ____ CHIEF (Supervises tribes and works directly with campers)
2. ____ PRINCESS (Supervises tribes and works directly with campers)

3. ____ASSISTANT STAFF COORDINATOR (Assist in supervising campers who volunteer to assist the regular camp staff) (1 POSITION)

(over)

YOU WILL BE NOTIFIED OF THE TIME FOR THE INTERVIEWS FOR THE REMAINING POSITIONS:

____ OFFICE (maintains camp directory, post assignments)

____ NURSE'S ASSISTANTS (assists Camp Nurse)

____ P. A. OPERATOR (sets up and operates the P. A. System)

____ HOST/HOSTESS (leads Grace, admits campers to dining hall, supervises dining hall and clean-up)

____ TRADING POST OPERATOR (sets up and works in the Trading Post, camp bank, keeping record of member's accounts)

____ CAMP SUPPORT GROUND TEAM (supervises cabin clean-up, campfires and rounds)

____ ATHLETICS (organizes and runs sporting events and activities)

____ HANDICRAFTS (selects crafts, supplies, and assists campers with crafts)

____ AQUATIC ASSISTANTS (helps supervisor with aquatics program)

____ SONG LEADER (leads sing sessions, helps with campfires and evening programs)

____ NATURE (leads hikes, nature walks and secures permits)

If you have any special training in First Aid or Water Safety, please list:

I HAVE READ THE ABOVE RESPONSIBILITIES AND THE GUIDELINES, AND AGREE TO FULFILL ALL OF MY RESPONSIBILITIES, AND TO ABIDE BY THE RULES ESTABLISHED BY THE 4-H SUMMER CAMP COMMITTEE AND 4-H CODE OF CONDUCT.

SIGNATURE_____

DATE_____

**STAFF APPLICATIONS ARE DUE IN
THE L.A. COUNTY 4-H OFFICE,**

**ATTN: Robyn Zelden
4800 E. Cesar Chavez Ave.
Los Angeles, CA 90022
By November 21, 2003**

4-H SUMMER CAMP LETTER OF RECOMMENDATION

This Letter of Recommendation is to be filled out and turned in by any Local Club Leader, Project Leader or Hi 4-H Advisor (OTHER THAN PARENT!). In this letter the 4-H Summer Camp Committee would like you to CHECK strengths or weakness in the following categories:

	<u>STRENGTH</u>	<u>*WEAKNESS</u>
1. Leadership	_____	_____
2. Attitude	_____	_____
3. Initiative	_____	_____
4. Cooperation	_____	_____
5. Judgment	_____	_____
6. Personality	_____	_____
7. Citizenship	_____	_____
8. Reliability	_____	_____

*Please explain:

| _____
| _____
| _____
| _____

Other Comments:

| _____
| _____
| _____
| _____

Signature _____ Date _____

Please send this Letter of Recommendation into the L. A. County 4-H Office **by November 21, 2003.**

**STAFF APPLICATIONS ARE DUE IN
THE L.A. COUNTY 4-H OFFICE,
ATTN: Robyn Zelden
4800 E. Cesar Chavez Ave.**

**Los Angeles, Ca 90022
By November 21, 2003**

CALENDAR OF EVENTS

November

1	Make it with Wool	95-11	S&S Council & Hi 4-H meeting	National 4-H Week
5	NSG Leaders & Hi 4-H Meetings	811	Western All Breeds 4-H Learning Lab Kick-off	Light on
7	State 4-H Leaders' Forum		After-school	
10	SFV Council & Hi 4-H meeting	139	Summer Camp Interviews, LA County Office	L & R
11	S&S Council & Hi 4-H meeting / Veterans Day		meeting / Camp Committee Meeting 7PM	
13	I&R meeting	18	SGV 4-H Fair	LA County Science Fair & Symposium
15	AV District Shooting Competition / Fun Shoot	25	Christmas Day	SFV Council & Hi 4-H meeting
16	NSG Skills Day	26	Office Closed	S&S Council & Hi 4-H meeting
20	SGV 4-H Fair Sheet	31	New Years Eve, Office	16
21	Enrollment Deadline / Summer Camp Staff Applications Due	17	S&S Achievement Night	SGV 4-H Fair meeting
24	AV District Leaders, Hi 4-H & meeting	19	NSG Achievement Day	
25	AV District Shooting Sports Leader's	22	Cow Palace Grand National Grand National Steer Show	(10/22-31)
27	Thanksgiving / Office Closed	25	The Big Help Day (Children's Hospital LA)	
28	Office Closed	27	AV District Leaders, Hi 4-H & Horse meeting	
		28	AV District Shooting Sports Leaders Meeting	

December

1	Jan Feb Clover Notes Articles Due	NSG Council & Hi 4-H
	Meeting	
3	NSG Council & Hi 4-H meeting	Nov-Dec Clover Notes
	Articles due	
8-4	SFV Council & Hi 4-H meeting	4-H Awareness / Summer
	Camp Director Interviews	

Have a Merry Christmas and a Happy New Year!!!

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4-H Staff

<u>Los Angeles Office</u>		
General Information/Resources		(323) 206-3854
<u>Lancaster Office</u>		
General Information/Resources		(661) 723-4477
<u>County Advisors:</u>		
John Pusey	jcpusey@ucdavis.edu	(323) 260-3844
Deirdre Thompson	ddthompson@ucdavis.edu	(323) 260-3879
<u>Staff:</u>		
Robyn Zelden	rlzelden@ucdavis.edu	(323) 260-3857
Silvia Turcios	asturcios@ucdavis.edu	(323) 260-3846
Roy Hillstock	rhillstock@ucdavis.edu	(323) 260-3854

4-H All Stars

The 2002-2003 All-Star Candidates are:
Kristen Hall and Andy Robbins.

The All-Star Advisor is
Cristal Rodriguez

The County Leadership Team consists of all the prior years' County 4-H All-Stars that are still active 4-H members. This year the team includes:

- > **Holly Goldstein**
- > **Brian Bloss**
- > **Carl Robbins**
- > **Lindsay Henson**

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**Cooperative Extension Service - - USDA
DANR - - University of California
Los Angeles County Cooperative Extension
4800 Cesar Chavez Avenue**

Los Angeles, CA 90022



DATED MATERIAL - - PLEASE RUSH!