

LEADERSHIP

Sonoma County 4-H

Name: _____ Date: _____

Guidelines for Project Proficiency Award
Intermediate

	<u>Date</u> <u>Completed</u>	<u>Leader's</u> <u>Initials</u>
1. Participate in the selection of a community service project for your Club/group.	_____	_____
2. Plan a project lesson. Include specifics on how you plan on addressing differences due to gender, age, language, and culture.	_____	_____
3. Promote 4-H by coordinating a Club/group display or by advertising in the media.	_____	_____
4. Help new members fill out enrollment forms and select projects.	_____	_____
5. Chair a 4-H Club/group committee or event.	_____	_____
6. Attend a leadership-training workshop or conference.	_____	_____
7. Complete an inventory of your own strengths and skills. Discuss it with your Project Leader.	_____	_____
8. Demonstrate the use of verbal and non-verbal communication to your project group.	_____	_____
9. Write a news article about your Leadership Project or something special you have done in the project. Submit the article for publication.	_____	_____
10. Interview an individual who is considered to be a leader in your community. Prepare for this interview by making an appointment, writing a list of questions to ask, and any other items you think are important.	_____	_____
11. Use 'brainstorming' to solve a problem or plan a project or activity.	_____	_____
12. Carry a notebook with you for one month and write down any good ideas that come up. Share these with the group.	_____	_____
13. Lead a group discussion talking about and then setting goals for your project. Show how you intend to meet the goals.	_____	_____
14. Observe a community leadership meeting, such as a school board, city council, etc., and list the actions that help meetings, and the actions that hurt meetings.	_____	_____
15. Describe a problem and how it can be solved. Use the decision making process to come up with realistic solutions.	_____	_____
16. Develop a list of resources in this project.	_____	_____
17. Give a presentation on leadership at Presentation Day.	_____	_____

Project Leader's Signature of Completion: _____ Date: _____

Club Leader's Signature of Completion: _____ Date: _____