



My 4-H Resume

Name _____ Boy ___ Girl ___

Date of Birth _____ County _____

Date I joined 4-H: _____

Suggestions for use:

1. List each year only once on each page at the first entry for that year.
2. Most items should only be entered once; however, some things may be listed in multiple places. For example, a speech you gave may be entered both in Section 11 if you gave it at your county contest AND in Section 9 as a Communication in 4-H. For major activities, you might emphasize different aspects of the activity in different sections. As an example, you might enter what you did and the hours you worked at a Community Service project in Section 7, but also enter it in Section 5 under Leadership in 4-H if you were the person responsible for organizing the event.
3. Be as specific and complete with your entries as possible. You want people who read your record to understand the extent of what you have done.
4. Be careful in your use of abbreviations and/or acronyms. Someone reading your record might not be familiar with those you use, and some have multiple meanings.
5. Remember that quality is more important than quantity. Don't put things in your record just to fill up space.

Section 1: 4-H Involvement Summary

List all clubs/groups you are in each year. Try to list clubs in the same order each year.

Year	Grade	Name of Club/Group	Number in Club/Group	Club/Group Leader or Advisor	Meetings	
					Held	Attended
2012-13	9	Oak Grove Clothing Club	9	Mrs. L. Jones	15	12
	9	Country Critters	8	Mr. Smith	10	9
2013-14	10	Oak Grove Clothing Club	12	Mrs. L. Jones	15	14
	10	State Ambassador Team	15	Mr. Brown	8	7
	10	H. High Tech Wizards	10	Mr. White	15	13

Section 2: 4-H Project/Program Summary

List all projects or programs on this page. Show total size or scope of projects by number of animals owned/leased, dishes prepared, meals served, articles made, etc. (not just county fair exhibits). **You can also include a summary of total project hours per project in the Project Size or Scope column.**

Year	Name of Project/Unit	Project Size or Scope (What I Made, Did, Raised or Cared For)
2012-13	Clothing	1 apron, 2 dresses
	Rabbit	10 does, 3 bucks
2013-14	Photography	350 photos
	Junior Leader	12 members, 10 meetings
	Tech Wizards	Designed a webpage; 2 Remote Operated Vehicles
	YA-4H	Food survey of school

Section 3: Participation in 4-H Activities/Events

Include training activities, workshops, clinics, field trips, and special club or program activities and events. Show where you participated and also indicate things learned. Do not include competitive events.

Year	Kind of Activity	Things Learned	Where Participated					
			Local/Club	County	Regional	State	National	International
2012-13	Record Keeping Clinic	Stay up-to-date!		X				
	Photography Clinic	How to take better close-ups		X				
2013-14	Summer Conference	Self-confidence				X		
	4-H Camp	How to tie knots			X			
	Camp Counselor Training	How to work with younger members			X			
	Club Fundraiser Car Wash	How to make a promotional flyer	X					
	Robotics Workshop				X			

EXAMPLES:

➤Workshops: Judging Clinics, Camp Counselor Training, Record Book Workshop, Presentation Workshop, Livestock Clinics, Horse Clinics, State Forums/Workshops, Field Days, Livestock Tours, Sewing Clinics, Photography Clinics, County Market Animal Weigh In's, etc.

➤Activities: Trail Ride, Consumer Education, Fund Raising Activities, Fabric Tour, Places you visit for Photography project pictures that you take, Field Trips, etc.

➤Events: Interstate or Japanese Exchanges, Recognition Festival, OSU Summer Conference, 4-H Day or Resident Camps, Leadership Retreats, National 4-H Congress/Conference, Conferences, etc.

Section 4: Participation in Other Community Activities/Events

Include your participation in sports, band/choral, school clubs, drama, scouts, and other organizations. Tell what you did and the time you spent. Check all locations that apply. You should also include any jobs you've had.

Year	Kind of Activity	What I did and time spent	Local	County	Regional	State	National	International
2012-13	Soccer Team	80 practices, 20 games, 300 hours	X					
	Church Choir	5 performances, 20 hours	X		X	X		
	Ballet	50 lessons, 2 performances, 80 hours			X			
2013-14	Soccer Team	120 practices, 20 games, 400 hours	X			X		
	Work	10 hours/week at McDonalds	X					

EXAMPLES:

School choir, plays or band
Sports teams
Work experience
Other school activities
Cheerleader

Library helper
Breed association member
Speech teams
Other Youth Organizations: (FFA, Camp Fire, Scouting, Explorers, etc.)

Section 5: Leadership in 4-H

List all leadership roles you have and describe what responsibilities these entail. Include such things as club officer, camp counselor, junior leader jobs, organizing a clinic, etc.

Year	Leadership Title and Responsibilities	Hours Spent	Number of People Reached
2012-13	Refreshment committee – brought snacks to two meetings	1	14
	Organized clinic on Master Showmanship; contacted presenters, made flyer, arranged for facility	3	50
2013-14	Junior Leader – Sheep club, 8 members, planned and conducted 5 meetings; arranged tour of feed store	15	15
	Camp Counselor – 50 youth, taught crafts	40	50
	Club Secretary – Took notes at 10 meetings	2	14

EXAMPLES:

Junior Leadership
Teen Leadership Team
Parade Chair
Teach Others How-To
Advisory Committee Representative
Event Emcee
Offices Held
4-H County or State Ambassador
State Youth Council

Clerking at County Fair
Teen Staff at County Fair
Workshop Leader
Organized 4-H Activities
Committee Chairperson
Camp Counselor – Skits, Hikes, Etc.
County Council Youth Representative
Junior Leader Training
Youth Rep. on State Development Committee

Section 6: Leadership in Other Organizations

List all leadership roles you have outside of 4-H and describe what responsibilities these entail.

Year	Name of Organization	Leadership Responsibilities	Hours Spent	Number of People Reached
2012-13	Middle School	Student Aid in office; answered phone; greeted visitors	50	1000
2013-14	High School	Student Council Vice-President	20	1000
	Soccer Club	Team Captain	10	20

Examples:

Student Council Officer/Member
Eagle Scout
Band Officer
FFA Leadership Roles

Choir (school/church) Officer
Sports Team Captain
Manager of School Team

Member of Court (Rodeo or School)
Church Club Officer
Sunday School Aide/Teacher

Section 7: Citizenship/Community Service in 4-H

List 4-H related activities that contributed to the welfare of your club or community. Be specific about what you actually did.

Year	What I Did as a Club Member and/or Individual	Hours Served	Number of People Reached
2012-13	Visited nursing home; introduced my 4-H dog to 4 elderly patients	4	15
	Club assembled Thanksgiving food basket for family of 6	1	6
	County fairgrounds clean-up; weeded flower beds by entrance	3	100
2013-14	Fairgrounds work day; painted beef barns	4	500
	Wrote 10 letters to military with the County Ambassador team	2	20

Include all 4-H service projects. Do not include fundraisers (they are listed under 4-H activities.) Do list what service projects you completed with money raised through 4-H fundraisers.

This section includes activities that contribute to the welfare of others and/or your 4-H group. These can be done in a group or as an individual. Put the most important experiences first within each year. Indicate time spent in hours/days, number of people involved, etc. If you take some leadership role in planning or organizing the activity, it will also be listed under leadership. Helping your family is not a Community Service.

EXAMPLES:

Help at 4-H Recognition Festival
Thank you notes of appreciation
Parades
Clerking for judge at Fair
Food Drives by 4-H club or group
Making lap blankets for retirement homes
Petting Zoo participant

Host of an Interstate or Japanese Exchange Student
Park or public area clean-up
Planting trees or shrubs
Ring Steward at a show or Fair
Ribbon and Award person at Shows or Fair
Led Pledges for a meeting or event

Section 8: Other Citizenship/Community Service Participation

List activities you did outside of 4-H that contributed to the welfare of your community.

Do not include anything you were paid to do.

Year	What I Did as an Individual or with Another Group	Hours Served	Number of People Reached
2012-13	<i>Did yard work for elderly neighbors</i>	5	2
	<i>Made campaign posters for school board candidate</i>	4	10
2013-14	<i>Oregon beach clean-up with church youth group</i>	5	1000
	<i>Donated food for school drive</i>	1	100

EXAMPLES:

Political Campaign Worker

Visit nursing home or elderly

Working for needy or handicapped

Helping at a Church event

Stuffing envelopes for a non-profit

School fund raiser

Food server at a non 4-H event

Section 9: Communications in 4-H

Include presentations, public speeches, impromptu speeches, camp skits, educational displays, newspaper articles, radio spots, posters, etc. that are done in or about 4-H.

Year	Type of Communication	Topic	Times Given	Location	Size of Audience
2012-13	<i>Demonstration</i>	<i>How to Straighten Material</i>	2	<i>Club & County</i>	73
	<i>Newspaper Article</i>	<i>International Exchange</i>	1	<i>Oregonian</i>	185,000
2013-14	<i>Illustrated Talk</i>	<i>Bathing a Sheep</i>	3	<i>Club, County, and State Fair</i>	15
	<i>Educational Display</i>	<i>Breeds of Sheep</i>	2	<i>County and State Fair</i>	2000
	<i>Speech to Rotary Club</i>	<i>What 4-H Has Taught Me</i>	1	<i>County</i>	25
	<i>Interview Judging</i>	<i>Photo, Art, and Science</i>	3	<i>County</i>	6
	<i>Oral Reasons</i>	<i>Livestock Judging Contest</i>	3	<i>County</i>	1
	<i>Video</i>	<i>How to Shear a Sheep</i>	N/A	<i>You-Tube</i>	86 views

- Presentations are planned talks that include an introduction, body and conclusion. The categories include:
 - Demonstrations: Show and tell how you actually do something
 - Illustrated Talk: Uses slides, power point, pictures, charts or models
 - Speech: Talking to an audience without using props
- Include type of communication, title/topic, number of times you have given this type of communication, location of your communication event (4-H club meeting, county or state Fair, etc.) and the number of people in attendance (this is normally an estimated number).
- Talks before 4-H groups – anytime you are “up front” talking before 4-H groups giving “off the cuff” talks when the 4-H leader asks you to explain something or reports for advancement program.

Section 10: Communications in Other Organizations

List all types of communication not related to 4-H.

Year	Type of Communication	Topic	Times Given	Location	Size of Audience
2012-13	Oral Book Report	Oregon Trail	1	School	35
	Scripture Reading	Different each week	10	Church	150
2013-14	Science Fair Display	Recycling Study	1	School	30
	TV Story	Interviewed regarding soccer team	1	KGW TV	5000
	Web site	FFA chapter information	N/A	www.-----	50 members

- Types of talks before other groups might include organizations such as: Kiwanis, Rotary, Schools, Hospitals and Youth Groups.

Section 11: Participation in 4-H Contests/Competitions

List all contests/competitions you entered in 4-H. Include a brief description of the class name. Championships and other special awards should be listed in Section 13.

Year	Event and Level	Exhibits or Division Shown	Ribbon(s) Received or Placings
2012-13	County Fair	Horse: showmanship, western equitation, trail, ground training, jumping, dressage	3 blues, 2 reds, 1 white
	County Fair	Sheep: showmanship, market lamb	2 blues, 1 red
	County Fair	Clothing: 1 dress phase 2; 2 articles for home	1 blue, 2 reds
2013-14	County Judging Contest	Livestock	1 blue
	County Presentation Contest	Illustrated Talk	1 blue
	Spring Horse Classic - State	Illustrated Talk	3 rd place individual presentation
	County Fair	Photography: series, nature, special effects	1 blue; 2 reds
	State Fair	Photography: 1 nature photo	1 red

EXAMPLES: Showmanship, Breed Classes and Market Conformation Classes, Food Preparation, Yeast, Fruits/Vegetables, Main Dish, Mini-Meal, Judging (Horse, Livestock and Dairy), Record Book Contest, Herdsmanship, Horse Bowl, Spring Horse Classic, Presentations and Public Speaking Contests, etc.

Section 12: Participation in Other Contests/Competitions

List all contests/competitions you entered outside of 4-H.

Year	Contest/Event	Recognition Received (if any)	Local	County	Regional	State	National	International
2012-13	Chess Tournament	3 rd place	X					
2013-14	FFA Livestock Judging	2 nd place team				X		
	Mid-Valley Paint Show	4 th place English Equitation			X			
	State Debate finals	Participant; did not place				X		

Section 13: 4-H Recognition

List important 4-H recognition (awards, championships, medallions, scholarships, advancement completion certificates, etc.) Do not include ribbons listed in Section 11.

Year	Type of Recognition
2012-13	Livestock Advancement Certificate – Step 1
	Top Intermediate Record Book
	County Fair Intermediate Sheep Showmanship – Champion
2013-14	County Medal – Sheep
	National 4-H Conference Delegate
	Selected for State 4-H Ambassador Team

Bonus points are awarded for completing advancements in the county Record Book Contest.

This is the place for those special awards and recognitions you have received in 4-H. If you were singled out for some reason, that is an honor.

EXAMPLES:

4-H Champion and Reserve Champion Placing's
Scholarships
Winner of any 4-H Contest
Master Showmanship Winner
Certificates for Special Awards
Chosen as State/County 4-H Ambassador
Grand Champion Record Book
Club Recognition
Nation 4-H Congress/Conference Delegate
Judging Teams (chosen for state contest)

Spring Horse Classic Team Member
Douglas County 4-H Member of the Year
Special Trophies/Awards
County Medal (project area)
Cash Awards
State Youth Council Delegate
Club Herdsmanship Winner
Spirit of 4-H Award Winner
4-H Citizenship Award

Section 14: Other Recognition

List important recognition given by groups other than 4-H. Do not list awards listed in Section 12 or 13.

Year	Type of Recognition
2013-13	<i>Spelling Champion for Grade 9</i>
	<i>Student of the Month for March</i>
	<i>First Aid Certificate</i>
2013-14	<i>Eagle Scout Rank</i>
	<i>Hunter Safety Certificate</i>

List in this section any recognition you may have received from other organizations such as school, sports, awards, youth groups, contests and special open class awards.

EXAMPLES:

Student of the Month	Eagle Scout, etc.)	Trophies
Open Show Award Placing's	Sports awards	Ribbons (non 4-H)
Certificates	FFA awards	Any other contest
Courts	Varsity Letter	Honor Roll (List GPA)
Other youth organization	Church Honors	Musical Honors
honors – (Camp Fire, Church,	Medals	

4-H NOTES

Your "4-H Notes" are about the things that occurred during the most current 4-H year that you want to remember. All project areas may combined into one 4-H Notes. Members are often unsure of how to write their notes or what to include. Members should follow these guidelines:

- Introduce yourself - your age, where you live, your family, and your interests.
- Tell about your 4-H projects and activities. What did you learn about yourself and your project(s) in the last year? How have your projects grown in size and scope from previous years or just in one year? Describe your successes and/or failures (not necessarily having to do with the Fair).
- Explain how 4-H has helped you become a better leader and citizen. Tell about your leadership experiences. What have you learned from working with other 4-H'ers. Tell about your community service experiences and or contributions.
- Tell about your plans for the future or next year that are connected with your 4-H work.
- Be CREATIVE! - Creativity is appreciated and rewarded.

Assembling Your 4-H Record Book

Your 4-H Records are to be submitted in an official "Member's Records" folder that is available from the Extension Office. Please remember that other types of binders or folders are **not acceptable**.

Please organize your 4-H records in the following order:

1. "My 4-H Resume" form
2. Divider Tab
3. A. Project Record
 - B. Breeding and/or Feed & Growth forms associated with project
 - C. Advancement Record (if your project has one, not all projects do)
 - D. Advancement Certificates for project
4. Divider Tab
5. Repeat A-D above for each project
6. 4-H Notes – At least one page in length. May combine all project information into one story or diary format. May type if desired.
7. 2-3 photos per project. (Photos are optional. Should be no older than two years)

Many of the record book forms may be downloaded from the Oregon State 4-H website. If you cannot find a form please call the 4-H Office at 541-278-5404 and we will be happy to help. Your records may be hand-written or typed.

REMEMBER:

- ★ **Do not** include registration or pedigree papers in your Record Book.
- ★ **Do not** include Fair ribbons.
- ★ **Do not** include items other than those above (photos, project forms, 4-H notes, etc.).
- ★ **Do not** include any past year's 4-H project records or 4-H Notes.
- ★ **Do not** use a 3-Ring Binder in place of a 4-H Folder or Member's Record Book.