

## 4-H State Opportunities Clinic

- I. Introductions
  - a. Today's topics: Congress, Scholarships, State Awards, and State Ambassador. These applications are all due to the state office by March 1 and have similar pieces to the applications.
  - b. We'll review the opportunities first. Then we will give tips for the different parts of the applications.
  - c. Introduce the presenters
  - d. ZOOM: we'll pause for questions after each section. You can use the chat if you think of a question during the presentation.
  
- II. National 4-H Congress
  - a. What is National 4-H Congress?
  - b. Find it on the state website: Conferences -> National 4-H Congress
  - c. For members that are demonstrating leadership, service, and growth
  - d. Who can apply: Youth ages 15-18, with 3+ years in 4-H
  - e. Application: Application form, Resume, and 4-H Story
  - f. Finalist interviews will be at Summer Conference or on Zoom in June. Trip will be in November 2021.
  - g. Comments from Roberta
  - h. Questions about this opportunity?
  
- III. Scholarships
  - a. For 12<sup>th</sup> graders. If you are graduating early contact the state office.
  - b. Find it on the state website: Member Opportunities -> College Scholarships
  - c. About 20 available, competitive
  - d. OSU vs. other schools (OSU DDP counts if you have an OSU ID number)
  - e. "State" and "Fair" – different applications and criteria
    - i. State:
      1. For members with a strong 4-H experience (3+ yrs)
      2. 55% Resume, 35% Story, and 10% Academics
      3. Application form, Resume, 4-H Story, transcripts, and test scores (optional)
    - ii. Fair:
      1. For members who are articulate about the value of Fair and who were involved in both showing and leadership roles.
      2. Must have exhibited at County Fair for at least 2 years. Participation in state fair is not required.
      3. Application form, 2-page Essay, Exhibit and Leadership forms, Financial Analysis form, 2 reference forms, and transcript
  - f. Comments from Roberta
  - g. Questions about this opportunity?
  
- IV. State Awards
  - a. Intermediate and Senior categories, based on the age you are this 4-H year

- b. Leadership, Citizenship, and Communications topics
  - c. Find it on the state website: Member Opportunities -> Awards and Recognition
  - d. You can only win one award a year. Choose your best category.
  - e. You can win the award only once per topic/age group.
  - f. The county may be asked to rank the candidates from their county after they are turned in to the state.
  - g. Application: Application page, 2-page essay, and related pages from your Resume
  - h. Comments from Roberta
  - i. Questions about this opportunity?
- V. Oregon 4-H Ambassadors
- a. State Ambassadors serve from July 2021 through the following summer. This is a working position. Annual commitment includes time at State Fair, a training weekend, planning one or more state events, and weekly Zoom meetings.
  - b. Find it on the state website: Member Opportunities -> Leadership Development
  - c. Youth must re-apply each year to continue on the team.
  - d. Interviews and selection take place at Summer Conference or virtually on Zoom.
  - e. Youth must be age 14-18, active in 4-H, and planning to re-enroll next year
  - f. Application: Application form, Resume (optional, can be used for Part II, Question 1), and one Reference Form
  - g. Application form includes three short essay questions. You can type them separately and paste them into the form. ½ to 1 page.
  - h. Comments from Roberta
  - i. Questions about this opportunity?
- VI. What are the judges looking for? Am I a model 4-H member?
- a. There is more than one way to be a GREAT 4-Her! Most 4-Hers are more qualified than they think they are.
  - b. On the path to being a leader in society
  - c. Serving others
  - d. growth vs. accomplishment
  - e. Maturity
  - f. Congress: Responsibility, Independence, purpose
  - g. Scholarship: A strong 4-H experience leading to education and career goals
  - h. State Awards: a cohesive story of accomplishment and understanding the “big picture”
  - i. State Ambassador: A leader and advocate for 4-H who will get the job done
- VII. Application forms (all opportunities)
- a. Biographical information and signatures
  - b. Fill out completely – most are fillable pdfs if you want to type
  - c. Sign or type your name if there is a place for it. If you can’t figure out how to add a signature to the form, your application will still be accepted.
  - d. County Faculty will not sign this year.
- VIII. My 4-H Story (Congress, State Scholarships)
- a. Minimum of 3, maximum of 4 pages. Follow margin and header requirements – your name and title can be above the margin. Use a normal-looking 12pt font.
  - b. You will probably start with a longer story and then edit it down

- c. Explain anything that isn't clear in the Resume
  - d. Pick a few special experiences to highlight
  - e. Don't emphasize awards, focus on things learned
  - f. Grammar and spelling count. Proofread!
  - g. Typical format (not required format)
    - i. Introduction
    - ii. a paragraph about each project
    - iii. a paragraph each about communication, citizenship/service, and leadership
    - iv. paragraph about future plans and how 4-H has prepared you
    - v. conclusion
- IX. Essays and Essay Questions (Fair Scholarship, State Awards, Ambassador)
- a. They are short so you have to work especially hard to include the most important information. Use all your space.
    - i. Fair Scholarships – 2 pages
    - ii. State Awards – 2 pages
    - iii. State Ambassador – 1 page each question
  - b. Follow margin, font, and header requirements. If it doesn't say what the margins should be, use 1" margins and a normal 12 pt font.
  - c. Follow the prompt
  - d. Your essay should answer the question "Why should I get this award/honor?" but NOT in a literal way
  - e. Start with an Introduction and end with a Conclusion
  - f. Grammar and spelling count. Proofread!
- X. Story and Essay brainstorming: Start writing your outline. Share in the chat some of the things that will go in each section.
- a. What goes in your introduction?
  - b. What are your projects?
  - c. What are your strongest leadership, service, and communication activities?
  - d. What makes you a good candidate for this opportunity or award?
- XI. My 4-H Resume (You might use all of it or part of it in your application)
- a. If you don't have a 4-H Resume, now is a good time to start!
  - b. Polish, don't redo.
  - c. Add anything that's missing
  - d. Fix typos and spelling, at least for the last few years
  - e. A good entry is:
    - i. Clear
    - ii. Has acronyms explained
    - iii. Includes detail and duties
    - iv. All cells are complete
    - v. Can use indents and other tricks if your entries are long or complicated
  - f. See 4-H Memories for ideas of what to include where  
<https://extension.oregonstate.edu/sites/default/files/documents/9611/memories-resume-2017-pilot.pdf>
  - g. Handwritten or typed is fine. You will need to scan a copy to upload if it is handwritten.

- h. Don't mess with the format. They want them all to look the same, and it will be noticeable if yours doesn't
- XII. Transcripts and scores (Scholarships)
- a. If your transcript comes sealed, open it and scan it to make a digital copy
  - b. Include all your schools, including home school, online, and community college
  - c. Test scores (SAT, ACT) are optional. An unofficial score printout or screenshot is fine. If your high school transcript has test scores printed on it, that is also acceptable.
- XIII. References
- a. Use the provided forms ONLY. No letters, no extra pages.
  - b. Ask in advance, not the week they are due
  - c. Choose people who know you well and can make relevant comments
  - d. 4-H leaders, superintendents, and other volunteers are great choices
  - e. County staff need to be asked even further in advance and don't score you any bonus points
  - f. If they come sealed, you can open them and scan them to upload
- XIV. How to upload your application materials
- a. Getting ready to upload (what files and info you need)
  - b. File name and file types
  - c. Finding the upload link
  - d. How to upload an application
  - e. Troubleshooting – internet or computer issues
  - f. Don't wait until the last minute. Contact your Extension office if you are having technical issues.
- XV. Timeline
- a. Did you enroll? Does your project list match what you put in your Application, Story, and Resume?
  - b. If you need county office help with scanning or uploading, talk to the staff about your needs by February 1
  - c. Statewide: check in with your county now about their deadline. They may have a review process to check your application before you submit it to the state office.
  - d. Clackamas/Washington: Email your story/essay and resume by **February 16, by 4:00 pm** to county office or a metro committee member
    - i. Metro Committee will review
    - ii. Committee member will respond with any suggested edits
    - iii. You will upload your final application by the state deadline
  - e. Applications must be uploaded to the State Office by March 1
  - f. Applications reviewed by state committee in March or April
    - i. Congress finalists notified
    - ii. State Scholarship winners announced
    - iii. Fair Scholarship finalists announced (winners decided in the summer)
  - g. Metro interview clinic in June (Congress and Ambassador) – other counties welcome
  - h. Interviews and Awards announced at Summer Conference (or done virtually in June)
    - i. Congress interviews held and trips announced
    - ii. State Ambassadors interviews held and team members announced

iii. State Awards announced at Summer Conference

XVI. Getting help with your Applications

- a. Who to ask about what:
  - i. Interpreting the online instructions and what you need to prepare -> County first, then state
  - ii. Need help with computer files or uploads -> County first, then state
  - iii. Have a special situation and are unsure if you qualify -> State
  - iv. Want a deadline extension -> County for the county deadline. No state extensions.
- b. Statewide: check with your county to see if there are resource people who can help you.
- c. Clackamas/Washington: Contact any committee member for one-on-one time or to email your resume or story for comments
- d. Find people who can help you edit your essays and proofread your application. This might be a family member, a 4-H leader, a school counselor, or other mentor.

**Handouts:**

All information about state opportunities is found on the state 4-H website:

<https://extension.oregonstate.edu/4h>

Printouts of Application pages/application requirements from the state website for Congress, State Scholarships, Fair Scholarships, State Awards, and State Ambassador are posted on these specific pages:

<https://extension.oregonstate.edu/4h/national-4-h-congress>

<https://extension.oregonstate.edu/4h/college-scholarships>

<https://extension.oregonstate.edu/4h/awards-recognition#state-awards>

<https://extension.oregonstate.edu/4h/leadership-development>

4-H Memories: My 4-H Resume

<https://extension.oregonstate.edu/sites/default/files/documents/9611/memories-resume-2017-pilot.pdf>

This workshop was presented by OSU Extension: Wendy Hein, Clackamas County 4-H; Roberta Lundeberg, State 4-H Office; Trisha Applebee, Clackamas County 4-H; and the Metro 4-H Awards and Recognition Committee. 2021.