

# Sea the Opportunities of 4-H



## Shelby County Junior Leaders

Name:



Record Book  
Shelby County  
**PURDUE**  
UNIVERSITY



### Shelby County 4-H Junior Leader Officers:

**President-** Jackson Bentz  
**Vice President-** Hannah Bridges  
**Secretary-** Isabella Stagnolia  
**Treasurer-** AJ Bridges  
**Recreation-** Pipar Hodge

### Advisory Council Representatives:

**AJ Bridges**  
**Hannah Bridges**  
**Mariah Davidson**  
**Isabella Stagnolia**

**2025**



## WHAT IS A JUNIOR LEADER?

### THE JUNIOR LEADER ORGANIZATION

- 1) Trains junior leaders by broadening personal leadership experience.
- 2) Assists all adult leaders and volunteers in planning, carrying out, and promoting the local and county 4-H program.
- 3) Is involved in community service.
- 4) Creates and maintains enthusiasm for the 4-H program
- 5) Includes recreation and fellowship

### HOW TO BE A JUNIOR LEADER

- Be in Grades 7-12
- **Enrolled in 4-H and the Junior Leader project. \*Just being enrolled in the club will not count.**
- Follow guidelines of the project



## PROJECT COMPLETION GUIDELINES

### MUST COMPLETE #1-4 TO COMPLETE YOUR YEAR IN JUNIOR LEADERS AND FOR YOU TO BE ELIGIBLE FOR THE ACHIEVEMENT TRIP

- 1.) Turn in this completed booklet-REQUIRED 6/18/2025 Wednesday after Fair Week
- 2.) Work at least one event at the Shelby County 4-H event by the last day of the county fair (judging, minicamp, workshops, monitoring building during fair)
- 3.) Complete three hours of community service which is 4-H related (examples include: creating cards for various events, unloading flowers from advisory fundraiser, stuffing Farm & Home Safety Day packets)
- 4.) Work a minimum of three hours at the Junior Leader Café during the fair.

To be eligible for the achievement trip, a member **MUST** complete # 1-4 AND attend a minimum of 5 Jr. Leader Meetings (September through June)

\*If requirements are not met: Junior Leaders will have an opportunity to discuss with Advisors why they are incomplete.

# 2025

## Mark Your Calendar!

*This book is due by 4:00 p.m. on Thursday, June 18, 2025 (the week after the Fair)! Be sure to include your fair week activities! 😊*

## 4-H Junior Leader Project

Serving as a 4-H Junior Leader is an honor, an opportunity, and a responsibility. 4-H Clubs are most successful when your enthusiasm, energy, and ideas are combined with the experience of your Adult 4-H Leader and your Extension Educator. Junior Leaders is a project that requires careful planning. Your adult leader will supervise your work and be a source of help when you have questions or problems. However, he or she cannot make you a leader; you must put forth the effort yourself to be an effective leader.

Leadership is the ability of being able to influence the thinking and actions of people. It is the willingness to try a new job and see it through. Leadership does not depend upon the amount of talent you have, but upon what you do with your ability and how you connect with other people. You can be a leader if you have the desire, the willpower, and the urge to develop the qualities and characteristics that make a leader.

Cooperate with your local Extension Educators, Adult Leaders, other Junior Leaders, and 4-H members to develop the best program for your club, your county, and for your greatest personal achievement. Are you ready for the challenge?

### ***Leaders Preferred***

The boss drives men; the leader coaches them.  
The boss depends upon authority; the leader depends on good will.  
The boss inspires fear; the leader inspires enthusiasm.  
The boss says, "I"; the leader says, "We."  
The boss assigns the task; the leader sets the pace.  
The boss fixes the blame for the breakdown; the leader fixes the breakdown.  
The boss knows how it is done; the leader shows how.  
The boss makes work a drudgery; the leader makes it a game.  
The boss says, "Go"; the leader says, "Let's go!"

*By Albert Edward Wiggam*

## **Top Ten REASONS to Become a SHELBY COUNTY JUNIOR LEADER**

- ✿ To have fun and create lifelong memories with other 4-H members
- ✿ You can make new friends.
- ✿ You can help younger 4-H members to have some of the same opportunities that you have had in 4-H club work.
- ✿ Improve your resume for college and work applications after high school.
- ✿ You can develop leadership skills establishing connections to become a leader/advocate in your community.
- ✿ You can further develop your ability to work with others.
- ✿ To learn and develop a better understanding of oneself.
- ✿ You may become eligible for 4-H trips, awards, scholarships, and other opportunities.
- ✿ You can develop your abilities to plan, to organize, and to reason.
- ✿ You can become better acquainted with the entire 4-H club program.

## **JUNIOR LEADER EXPECTATIONS**

As a 4-H Junior Leader, you will be expected to:

- ✿ Provide aid and leadership to the county Junior Leader organization as well as the Shelby County 4-H program.
- ✿ Be a good example and advocate within the 4-H Program.
- ✿ Be interested in helping and encouraging other 4-H members.
- ✿ Cooperatively work with your Extension Educator, adult leaders, 4-H Junior Leader Advisor, 4-H parents, and other 4-H members in carrying out the 4-H program.
- ✿ Plan your work and then work your plan.
- ✿ Stay with the job until it is finished.
- ✿ Be friendly, honest, and unselfish.
- ✿ Use good judgment, practice courtesy, and respect others' opinions.
- ✿ Play fair, lose without complaining, and win without boasting

## JUNIOR LEADER PURPOSES

1. To encourage the development of leadership in young adults.
2. To aid the local 4-H program and its Adult Leaders.
3. To assist and play a significant role in the leadership of the county 4-H program.

### A GOOD LEADER ACQUIRES THESE TRAITS...

Patience...keep calm under strain.

Tact...put the feelings of others before your own. Think before you speak.

Understanding...know all sides of the question.

Faith...in yourself, in others, and in your program.

Vision...to see beyond today.

Enthusiasm...to excite others.

Sincerity...in every situation be truthful.

Honesty...in the full sense of the word.

Sympathetic attitude...towards people and ideas.

Friendliness...to make all feel at ease.

A Sense of Humor...to have one is an asset. Make it all fun. Laugh it off. Be sure your laughs are with people and not at them.

### LEAD

Look ahead.

Enlist help

Aim high and . . .

Dig in!



### A LEADER KNOWS. . .

• The value of time.

• The success of perseverance.

• The pleasure of working.

• The dignity of simplicity.

• The worth of character.

• The power of kindness.

• The influence of example.

• The obligation of duty.

• The wisdom of economy.

• The virtue of patience

• The improvement of talent.

• The joy of originating.

## **SHELBY COUNTY 4-H JUNIOR LEADER**

### **COMPLETION REQUIREMENTS:**

The following are the minimum requirements you will need to meet in order to complete this project:

1. Be enrolled in 4-H for the current year.
2. Be enrolled in the Shelby County 4-H Junior Leader project by selecting project & Junior Leader club on your 4-H online enrollment.
3. Be in 7<sup>th</sup> – 12<sup>th</sup> grades during the current school year (as of January 1).
4. To be considered complete in the Junior Leader project, complete your 4-H Junior Leader manual, following all requirements listed, and turn the manual into the Extension Office by 4:00 P.M. on the Wednesday, June 18<sup>th</sup>. Manuals turned in without complete information may be considered incomplete.
5. Upon completion, Junior Leaders will receive a Junior Leader completion award at the annual 4-H Achievement Program.
6. Any Junior Leader not meeting the requirements for this project will not complete as determined by the 4-H Youth Educator.
7. To be considered for the Outstanding 1<sup>st</sup> year Junior Leader or Outstanding Junior Leader, the Junior Leader must exhibit a positive attitude, willingness to help, complete given task, etc., as well as participate in multiple activities. These activities include but are not limited to Junior Leader meetings, service-learning events (Mini 4-H, RT2, etc.), fair set up/tear down, Junior Superintendent and Junior Leader concession stand at the fair. The Junior Leader manual must meet all previously mentioned criteria and be turned in on time.
8. The attendance sign in sheet, available at each meeting or event, is the official record of attendance. Signing in and immediately leaving does not constitute meeting attendance. We understand that many of you are involved in other activities and if you can be there for half of the meeting, it will be counted.

### **LEADERSHIP OPPORTUNITIES:**

- ✿ Junior Leader Officers
- ✿ State 4-H Junior Leader Conference
- ✿ State 4-H Academy @ Purdue
- ✿ 4-H Round-up
- ✿ Camp Counselorships





## **JUNIOR LEADERSHIP OPPORTUNITIES**

### **Junior Leader Officers**

Junior Leader Officers are determined via nomination and majority vote at the first meeting of the year, which is typically in September. Once officers are elected, they are expected to attend regularly scheduled Junior Leader meetings and assigned board meetings. Officers will also be responsible for conducting the meetings and associated meeting activities.

The following are Junior Leader Offices: Co-Presidents, Vice President, Secretary, Treasurer, Recreation, and Social Media. There will also be four representatives selected to serve on the Advisory Council.

### **The Art of Leadership**

The skill with which you go about supervising a group comes only with practice. How to put the six principles of leadership into practice makes up the art of leadership. There are do's and don'ts which can help you acquire improved leadership techniques.

1. How to begin:
  - a. Know your members as well as you can.
  - b. Know all parts of your job.
  - c. Never assume that you know all there is to know.
2. How to give orders:

The worst possible way to give an order is to give a direct command. The best way of all and the one requiring the most skill, is to suggest that so and so should be done. Learn to gain agreement rather than force it. Always explain the reason behind your request. Focus on organizational needs rather than focusing on personal positions.
3. How to get help from other people:

There are many ways of doing a job. You can either do all of it yourself, or you can delegate or give responsibilities to others. By doing all the job yourself, you will be failing to give others the opportunity to develop their skills and leadership abilities. Always seek to keep people involved.
4. How to make decisions:

Early on it may seem easier to narrow decision making to a select few individuals, but in the end by implementing the previous leadership principle, more is accomplished, and the entire process start to finish is typically done with greater ease with a larger group of engaged individuals. When a decision is called for, make it with as much promptness as possible based upon all the facts you can get. By all means, when you tell someone you will do something or let one know at a later time, follow up on your promise.

5. How to criticize:

When you praise people, do it in public. When you criticize, do it in private. Start by telling the person what he has done well, then tell him where he needs to improve, and always do it in a friendly way.

6. How to deal with a difficult situation, person, or problem:

It is best to approach the person or persons involved with the problem or difficult situation. Each situation is different, and each problem must be dealt with based upon its circumstances. First, you must gain the person's confidence, then try to talk to the person about the problem. This should not be done in a public setting to embarrass the person. If the first talk fails, try it again. Try to find agreement with seeking a third party like a Leader or Extension staff member to serve as a mediator.



**CAMP COUNSELOR FLYER & APPLICATION QR CODE HERE**







## Shelby County Jr. Leader 2025 Records



Name: \_\_\_\_\_

Attendance: Must attend at least 5 meetings to be eligible for Achievement Trip

Meeting Dates	Attended	Meeting Dates	Attended
September 18, 2024		April 16, 2025	
October 2024 (Call-Out)		May 14, 2024	
November 13, 2024			
December 2024 (Holiday Party & meeting)			
January 15, 2025			
February 12, 2025			
March 12, 2025			

**\*Virtual Meetings count as well\***

Offices Held: \_\_\_\_\_

Committees Worked On:


Hours worked in the Junior Leader Café: *\*Each JL must work at least 1 shift on behalf of the Shelby County 4-H Junior Leader Club for fundraising purposes. Shifts for other clubs will not count.*

Date	Shift	Date	Shift

4-H Workdays (4-H events such as assisting with judging, Mini 4-H Camp, fairgrounds clean-up, teaching workshops/classes, regular 4-H Camp, Mini 4-H Workshops, RT2, etc.)

Date	Event	Date	Event


4-H Community Service Events (must work at least 3 hours) *\*Participation with the hygiene drive, food drive, making tie blankets, bell ringers, filling Farm & Home Safety Day bags, etc.*

Date	Event	Date	Event

4-H Events Attended: (leadership training, district or state conferences, workshops, Purdue events, Round Up, Academy, Junior Leader Conference, etc.)

Date	Event	Date	Event

*Remember: this book is due by 4:00 p.m. on Wednesday, June 18, 2025 (after Fair Week)! Be sure to include your fair week activities! 😊*



## How I Served the Shelby County 4-H Junior Leaders

1. Select three 4-H Junior Leader activities that were the most meaningful to you. Describe your role and/or responsibilities in each of these activities and why you selected the activity.

### Junior Leader Activity

### My role and/or responsibility and why significant

a. _____	_____ _____ _____
b. _____	_____ _____ _____
c. _____	_____ _____ _____

\*\*other (attach extra pages if needed)

I have completely and honestly completed this Junior Leader manual.

\_\_\_\_\_  
4-H Junior Leader Signature

\_\_\_\_\_  
Date

**JOIN | THE REVOLUTION  
OF RESPONSIBILITY** 

## **4-H Junior Leader Evaluation Form**

1. What do you like most about being a 4-H Junior Leader?

2. How would you improve the 4-H Junior Leader project?

3. A program/activity or committee that I would like to see is:

Because

4. What is the most important thing you learned this year?

5. What aspect of Junior Leaders has helped you the most to develop your leadership skills?

6. Would you encourage younger members to join Junior Leaders? Why or why not?

7. What have you learned about serving others from your Junior Leader project this year?

8. What comments, ideas, or suggestions do you have for Junior Leaders?