



# Coryell County 4-H Ambassador Information Handbook

## 2019-2020

Developing leaders for  
the club,  
the community,  
the country,  
& the world...

“To Make the Best Better”

**PURPOSE:**

The Coryell County 4-H Ambassador Program aims to project a clear and accurate image of the Texas and Coryell County 4-H & Youth Development Program. More specifically, the purpose is to:

*Help older youths develop leadership and communication skills.*

*Help the public understand the full scope of the 4-H program.*

*Recruit new members from diverse backgrounds.*

*To tell and show key audiences what the 4-H and Youth Development Program is and who it impacts, so that these audiences will understand the impact of 4-H on the lives of young people and will see how it addresses key youth issues in the community.*

*To make families, youths, and communities more aware of 4-H and the benefits it offers.*

**TEAM MEMBERS:**

Coryell County 4-H youths will be selected to serve as 4-H Ambassadors on an annual basis. 10 youth will be selected to serve as 4-H Ambassadors in any given 4-H year. The number of Ambassadors is the decision of the supervising County Extension Agent.

Members must apply, interview and be accepted annually.

Interviews will be held annually by a panel of 2-3 judges. These judges will review applications, essays and interview each candidate. Following these interviews, this panel will determine participants for Coryell County 4-H Ambassador Program.

2019 Interview Date: .....Thursday, June 27, 2019 1:00-5:00 PM

**ELIGIBILITY REQUIREMENTS:**

The role of a Coryell County 4-H Ambassador is quite demanding and requires older 4-H boys and girls who are dedicated, mature, dependable, & very interested in the purposes of the Ambassador Program. The number of 4-Hers selected each year to serve as Ambassadors is determined by the County Extension Agent(s) who supervises the Ambassador Program. The number is based upon need, number of clubs, program demands, and yearly goals for the Ambassadors, and the number of eligible applicants.

Coryell County 4-H Ambassadors must meet the following requirements to be considered for selection as an Ambassador:

- Be entering the 8<sup>th</sup> – 12<sup>th</sup> grade for the 2019-20 school year.
- Must have been a member of 4-H for a minimum of two years at the time of submitting the application.
- Submit a complete 4-H Recordbook and go through an individual interview with a panel of selected judges.
- Meet all activity requirements by the application deadline of the current 4-H year to be considered for renewal.
- Must have participated in at least 1 community service activity as an individual, as a group member, or in a club type project.
- Must be academically eligible
- Must be in good standing as a 4-H member.
- Must agree to the Obligations and Activity Requirements as stated in this source book.
- Must apply each year to become a Coryell County 4-H Ambassador; applications (4-H record books) are due to the Coryell County Extension Office by June 7, 2019.

### **ACTIVITY REQUIREMENTS:**

Each Ambassador must participate in a minimum of 80% of Ambassador sanctioned activities and County 4-H Competitions to be eligible to re-apply for Ambassador next year. Attendance will be kept for all activities.

If accurate number of requirements are not met, the Ambassador may lose the privilege of serving as a 4-H Ambassador. However, the Ambassador may attempt to seek membership renewal by meeting face-to-face with an advisory board. The advisory board members will be selected by County Extension Agents.

### **ATTENDANCE & OBJECTIVES:**

4-H Ambassadors must make every effort possible to attend 90% of monthly meetings. If attendance is not possible, notice must be given to the County Extension Agent 24 hours in advance at which time agent will determine if it is an excused absence.

## **DRESS CODE:**

Coryell County 4-H Ambassadors are required to dress appropriately for all events in which they are representing 4-H as an Ambassador. For each event, the 4-H Ambassador Advisor will designate which dress is appropriate.

The dress requirements are:

### ***Ambassador Shirt***

***Khaki Capri's or Pants (no cut-offs, faded Capri's, or holes)***

***Females: Khaki shorts are accepted but MUST hit the knee***

***Nice Shoes (NO FLIP FLOPS)***

## **CODE OF CONDUCT:**

All Coryell County 4-H Ambassadors are required to comply with the Texas 4-H Program's Code of Conduct **AT ALL TIMES**, when participating in ANY 4-H event. The Code of Conduct is printed on the membership enrollment form. If a 4-H Ambassador violates any provision of the Code of Conduct, whether it is minor, intermediate, or major, the situation and documentation must be presented before a board, consisting of one County Extension Agent, two adult volunteer leaders, and two 4-H Ambassadors (selected by the County Extension Agents). This board will meet with the 4-H Ambassador and make a decision whether or not the 4-H youth will be able to continue serving as a 4-H Ambassador.

## **DISCIPLINARY ACTIONS:**

Ambassadors are highly motivated, interested, mature & dependable individuals. Problems requiring disciplinary actions rarely occur. In an effort to keep the Coryell County 4-H Ambassador Program as one of excellence, disciplinary actions have been developed.

If any Ambassador fails to comply with the Obligations and Activity Requirements section of the application, disregards the uniform requirements, fails to fulfill responsibilities, or represents the Ambassador Program in an unacceptable manner, then the Ambassador will have an opportunity to explain their actions to the County Extension Agent who supervises the Ambassador Program. A written summary of the problem will be made by the Extension Agent and kept on file. Immediate termination from the Coryell County Ambassador Program could result, depending on the nature of the violation.

All Ambassadors will receive 1 warning when they do not fulfill an obligation or they miss an event for which they volunteer. If this occurs a second time, the Ambassador will meet with the County Extension Agent to review the situation and their service as an Ambassador. The result may be probation or termination. If an Ambassador is dismissed, he/she will not be able to re-apply for the Ambassador Program for a period of one year.

## **CHANGES TO 4-H AMBASSADOR PROGRAM:**

Changes may be made at any time to guidelines, requirements or any other item related to Coryell County 4-H Ambassador Program by County Extension Agents if necessary.

# **CORYELL COUNTY 4-H AMBASSADOR INTERVIEW CARD**

NAME: \_\_\_\_\_

## *PERSONAL GROWTH & DEVELOPMENT*

- Different knowledge and skills learned through 4-H projects and activities
- Committees worked with and served on
- Offices held (elected and/or appointed)

## *SCOPE OF PARTICIPATION*

- Project Variety
- Participation in club, county, district events and contests
- Method demonstrations, talk, exhibits, camps, labs
- Citizenship and public relations activities

## *LEADERSHIP SKILLS*

- Participation as officer or committee member at club and county levels
- 4-H junior or teen leadership or helping others in the club or at county level
- Leadership potential with training and opportunities provided

## *COMMUNITY SERVICE*

- Individual community service activities
- Participation in club and/or county level community service activities

## *INTERVIEW*

- Ability to communicate; to express thoughts, ideas and opinions
- Eye contact and projection of self
- Appropriate attire for interview

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

JUDGES SIGNATURES: \_\_\_\_\_

\_\_\_\_\_

ACCEPTED INTO AMBASSADOR PROGRAM: \_\_\_\_\_ YES \_\_\_\_\_ NO

DATE: \_\_\_\_\_

# **CORYELL COUNTY 4-H Ambassador Application Requirements**

- A completed 4-H Recordbook, Ambassador Form
  
- TWO Recommendation Letters, one from their club manager and another from a non-relative adult.
  
- ONE Essay completed (minimum 500 words)
  - Essay questions:
    - If selected as a 4-H Ambassador, what parts of the 4-H program do you think should be promoted?
    - Please state why you want to serve as a 4-H Ambassador.
  
- Participate in Interview Selection Process.

## **CORYELL COUNTY 4-H AMBASSADOR FORM**

**NOTE:** All 4-H Ambassador Applicants must complete this form, place on top of your 4-H Recordbook and submit it to the County Extension Office by **5:00 p.m. on Friday, June 7, 2019**. Two letters of recommendation and completed essay is also required for the application process to be considered “complete.”

**NAME OF 4-H MEMBER:** \_\_\_\_\_  
(First, Middle, and Last)

**ADDRESS:** \_\_\_\_\_  
(Street) (City, State) (Zip)

**EMAIL ADDRESS:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**GRADE AS OF AUGUST 31, 2019:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**CLUB:** \_\_\_\_\_ **YEARS IN 4-H:** \_\_\_\_\_

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Statements/Signatures:

I will, to the best of my ability, participate in all 4-H Ambassador meetings and activities if selected to serve during the upcoming 4-H year. My signature indicates that I have carefully read, understand, and agree to comply with all of the requirements, and that I make a commitment to fulfill the requirements as a Coryell County 4-H Ambassador.

I also agree to abide by the 4-H CODE OF CONDUCT, listed on the 4-H membership enrollment form, and realize that if I commit an offense, I may lose privilege to serve as a Coryell County 4-H Ambassador.

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4-H MEMBER’S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

As the Parent/Guardian of the 4-H Member, I have carefully read and understand the requirements. I fully agree to support my child in his/her commitment to serve as a Coryell County 4-H Ambassador.

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PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_