



***So You are Enrolled in Leadership***  
***- Now What?***



**2016 McPherson County  
4-H Leadership Project Plan Challenge**

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Name \_\_\_\_\_

4-H Club \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

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Name of School \_\_\_\_\_ Year in School \_\_\_\_\_

Years in 4-H \_\_\_\_\_ Years in Leadership \_\_\_\_\_

*"Time is neutral and does not  
change things. With courage  
and initiative, leaders change  
things."*

*"If your actions inspire others to dream more, learn more,  
do more and become more, you are a leader."*

~John Quincy Adams

This 4-H Leadership Plan is part of the process that will guide you in learning leadership skills that will help you to become a competent, caring, confident, connected and contributing citizen of character.

### **Who needs to complete the 4-H Leadership Plan Challenge?**

Any 4-H member, age 13-18 (4-H Age), who enrolls in the 4-H Leadership project and wishes to develop their leadership skills to their fullest potential. The leadership challenge means just what it says. It is designed to make you think about leadership and challenge you in carrying out a project until completion. The interview portion is to help prepare you for a future job interview. And the best part is, you are able to use everyday leadership things you are doing in 4-H to compete for prizes. Prizes will be awarded to top individuals who carry out the plans to completion. The Leadership Challenge is not connected with Leadership Record Books and is a separate award that will be given out at the Achievement Banquet.

### **What is a 4-H Leadership Project Plan Challenge?**

You enrolled in the leadership project, but now what? This is your chance to decide what you want to get out of the leadership project. For most everyone, the answer is to gain leadership skills. The only way to learn those skills is to put a plan into action. You will "learn by doing." A leadership project is something you provide leadership to. This is more than assisting" or "helping." This should be you "leading."

There are ideas on the last page to help get you started. Think about something you have a passion for. This will lead you to being more involved and more excited about your project. You will not be judged on the selection of your project, but rather on what you do with it -- the impact you make, and how well you put your leadership skills to work. Remember, your project can be big or small, but the key is that you are "leading" not just helping or participating.

### **What is the Process?**

Each member must submit a 4-H Leadership Project Plan to the Extension Office **before their project begins or by March 1st, whichever comes first.**

### **Deadlines to Remember**

Before project begins      4-H Leadership Project Plan due to Extension office.  
OR by March 1 (Whichever comes first)

March 1-August 31      Put your Leadership Project Plan into Action.

September 1      Submit a Leadership Plan Evaluation to the Extension Office.

September 15      Reference form(s) due to Extension Office.  
*Use the provided 4-H TLP Reference Form.* Your reference(s) should reflect people you have developed a relationship with due to your leadership plan. The form(s) needs to be sent directly to the Extension Office to ensure confidentiality. One reference is required, you can seek as many additional references as you wish.

Month of September      Individual Plan Presentations and Interviews- These will be set-up on several evenings and it is up to you to try and be there for this. You will be notified of the dates and sign-up availability.

## Worksheet for 4-H Leadership Project Plan- Due Before Project Begins or by March 1

Use the following questions and information to guide you through developing and planning your leadership project. Your project plan should be in an area of your interest—something you have a passion for. It does not have to be 4-H related, but it can be. It can be within your club, school, community, church, other organization, county or state (for project ideas – see last page).

### Step One: Needs Assessment

- A. Identify an issue in your community that you believe you could change or influence, a hole that you can fill, or a group that needs a leader. (Something you have a passion for).
  
- B. Describe target community/audience  
*What audience(s) will benefit from your work on this project? Your target community/audience may be defined as anything from a small group of individuals to a county-wide effort.*

### Step Two: Goal Setting

- C. Identify how you will involve people in working on your project?  
*How will you convince them of the importance of this project? Do you need to involve them in deciding what they will do to make changes or will they go along with a plan you have in place?*
  
- D. Write a goal that can be accomplished this year for your project (short-term)
  
- E. Identify the ultimate outcome for this project (What do you hope to accomplish in the end – the big picture – long-term).

### **Step Three: Implementation**

F. Write a plan of action.

*List the steps you will take to accomplish your goal. When and how will you recruit and organize people to accomplish what has been set as a goal? Do you need to provide any training in which others in the group might need to accomplish the task?*

G. What skills and knowledge do you have or do you need to implement this plan?

*What else do I need to know about this topic to fulfill my goal(s)? Where can I find this information?*

### **Step Four: Evaluation**

H. Evaluation of your progress is very important. How will you evaluate your progress and how often?

*Have you met with the people who need to be involved? What tasks have they assumed? Have people done something as a result of your leadership? How close are you to achieving your goal? Do you need to change or add anything to your plan to reach your goal?*



# Reference Form for the 4-H Leadership Project



**4-H'er to complete top section:**

Name of 4-H Leadership Project Member \_\_\_\_\_ 4-H Age \_\_\_\_\_

Subject of 4-H Leadership Project Plan \_\_\_\_\_

**For Reference Use:**

The youth listed above is participating in the 4-H Leadership Project. Please reflect on the following criteria as you provide feedback on this individual's leadership development. Additional comments are welcomed.

**Using the rating scale below, circle the number for each item that best reflects your judgment about the applicant's performance on each of the following criteria.**

(1-inadequate; 2-minimally adequate; 3-satisfactory; 4-good; 5-outstanding)

Dependability	1	2	3	4	5	N/A
Responsibility	1	2	3	4	5	N/A
Ability to engage and excite participants	1	2	3	4	5	N/A
Organization Skills	1	2	3	4	5	N/A
Ability to handle conflict	1	2	3	4	5	N/A
Ability to communicate and work with others	1	2	3	4	5	N/A
Understands personal strengths of self and others	1	2	3	4	5	N/A
Willingness to explore options	1	2	3	4	5	N/A
Ability to organize a group to accomplish a purpose	1	2	3	4	5	N/A

**Describe your role in this 4-H'ers leadership project?**

Reference Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please send your reference by September 15 directly to:**

K-State Research & Extension - McPherson County  
600 W Woodside, McPherson, KS 67460  
620-241-1523 FAX: 620-241-3407

DO NOT SEND your response to the applicant as this is confidential information.

## Selecting a Leadership Project

One of the more difficult parts of this process may be determining your “project.” However, it doesn’t need to be difficult. It simply needs to be something you are passionate about and would like to give your time and energy to. If you do not have a passion for your project, you will not enjoy your experience and most likely not have much success.

Your project should be something you “lead.” It must involve organizing and leading a group of people (adults or other youth). ***A solo citizenship project is NOT a leadership project.***

*Here are some past projects from another county to help get you started:*

Organize or lead a Swine Clinic  
Farm Education (where pizza comes from) Presentation to School Group  
Sewing Workshop  
Organize a 4-H Club Choir  
Coach grade school basketball  
Organize a Day at the Senior Center  
Teach Leather Crafting - Passing the art of this craft on to the younger generation  
Write a Newsletter for a Project  
Collect Books and Cell Phones for a Women’s Shelter  
Put on a Food and Nutrition Day Camp (or any project day camp)  
Host a car/bike show to raise money  
Organize a club celebration  
Serve as a Project Leader  
Plan and conduct an afterschool program

As you can see from this short list, there is quite a variety – do not limit yourself. You will not be judged on the selection of your project, but rather on what you do with it, the impact you make, and how well you put your leadership skills to work.

Leadership is the art of getting someone else to  
do something you want done  
because he wants to do it.  
~ Dwight Eisenhower



# Leadership Project Plan

## Challenge Evaluation



Due to the Extension Office on September 1st

Name \_\_\_\_\_

4-H Age \_\_\_\_\_

4-H Club \_\_\_\_\_

Years in 4-H \_\_\_\_\_

Name of Leadership Project Plan \_\_\_\_\_

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***Please answer the following questions using additional sheets of paper as necessary. The more you explain the process and outcome, the more the judges will be able to see what you did)***

1. How did your project fill a need in your community or in 4-H?
  
2. Did anyone benefit from your leadership project?
  
3. How did you involve using other people in your project? Or did you do the project on your own?
  
4. What is a short-term goal that you accomplished this year for your project?
  
5. Were you able to accomplish your long-term goal or your ultimate outcome that you set at the beginning of this project?
  
6. What steps did you take to make your leadership plan a reality? Do it come together without any problems or did you experience some setbacks?
  
7. Did you plan change or did you add something as your plan progressed?
  
8. What is something you learned? What is something that others learned?
  
9. What are some other thoughts that you have and would like to share about the process of brainstorming, planning, implementing, and evaluating your leadership plan?