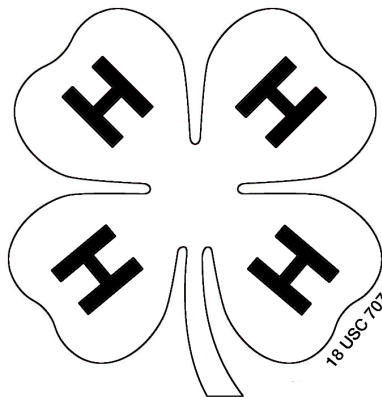


## Host Site Facilitator's Guide

2011 North Central Region 4-H Volunteer e-Forum

### "New & Emerging Curriculum"

Session 3: Tuesday, November 22 – 7:30-9:30 p.m. (ET); 6:30-8:30 p.m. (CT); 5:30-7:30 p.m. (MT)



TO: Host Site Facilitator

Welcome to the 2011 North Central Region 4-H Volunteer e-Forum! We are glad you have chosen to host this event on behalf of 4-H Volunteers and Extension Staff in your area. Thank you for your time and efforts to help us make this training opportunity a successful one for all of the participants!

The 2011 e-Forum will take place on three separate evenings: **Monday, November 7; Thursday, November 17; and Tuesday, November 22.** Each session will begin at **7:30 p.m. ET** (6:30 p.m. CT and 5:30 p.m. MT), and is scheduled to last for two hours.

This Facilitator's Guide is designed to help you effectively prepare for the Webinar which will be delivered through Adobe Connect and then to facilitate some local discussion and activities throughout the session. We believe that interaction among the participants at your site will be a very valuable part of the e-Forum. Please familiarize yourself with the information in this Guide prior to the session and prepare any needed supplies to distribute to your participants.

Thank you for your interest and participation!

Sincerely,

North Central Region 4-H Volunteer Specialists

## **General e-Forum Overview**

### **Purpose of e-Forum**

The North Central Region 4-H Volunteer e-Forum will enable 4-H Volunteers to learn from and interact with experts across the 12-state North Central Region. Volunteers will then be able to utilize lessons learned from the e-Forum with 4-H members throughout the year.

The e-Forum format will utilize technology to reach additional volunteers who are traditionally unable to attend face-to-face Forums. Opportunities will be included in the e-Forum sessions for volunteers to interact with one another during facilitated on-site instruction and via online chat with volunteer audiences across the region.

### **Target Audience**

The target audience for the North Central Region 4-H Volunteer e-Forum includes approved 4-H volunteers who work with youth primarily in club or project-based 4-H Youth Development Programs. Participants may include any and all levels of service tenure with the 4-H program. A secondary audience includes the 4-H Extension staff members who work with the volunteers to implement a successful 4-H program for the members. There are no prerequisites for this program.

### **Overall e-Forum Objectives**

At the conclusion of the North Central Region 4-H Volunteer e-Forum, each participant will be able to:

1. Identify at least one way to use techniques obtained from the e-Forum sessions in support of their service to the 4-H program.
2. Accurately state three components of a positive youth development program.
3. Recognize effective 4-H program management techniques that can be incorporated into their work with 4-H members.
4. Describe new and emerging 4-H curriculum in the areas of technology, science, and community service learning.

## **e-Forum Format and Structure**

The North Central Region 4-H Volunteer e-Forum will be taught in three sessions of two hours each, from 7:30-9:30 p.m. Eastern (6:30-8:30 Central, 5:30-7:30 Mountain). The sessions are scheduled as follows:

### *Session 1: Monday, November 7 – Positive Youth Development*

- The Teen Brain: A Work in Progress – Annette Haas, University of Wisconsin-Extension
- Quality Matters: In Chocolate and 4-H Programs – Brenda Shafer, University of Minnesota

### *Session 2: Thursday, November 17 – 4-H Program Management*

- Keeping Your Cool While Working with Youth – Pat McGlaughlin, Sheri Seibold, University of Illinois
- Reducing the Risks of 4-H Club Meetings – Vicki Schwartz, Brenda Young, Ohio State University

### *Session 3: Tuesday, November 22 – New & Emerging Curriculum*

- ~~Get Connected in Your 4-H World – Rachelle Vetter, North Dakota State University~~
- ~~4-H Science – Dixie Sandborn, Michigan State University~~
- Community Service Learning – Steve McKinley, Purdue University

*NOTE: Content from "Get Connected in Your 4-H World" and "4-H Science" was determined to be outdated and thus removed from this resource when it was reviewed in December 2020.*

Each session will be delivered to host sites online via Adobe Connect, originated and hosted by Iowa State University Extension. 4-H Volunteers will be invited to attend the live sessions at a host site sponsored by a local 4-H program. 4-H Extension Professionals will serve as host site facilitators and lead local discussions and activities with the 4-H Volunteers. Instructions to connect to the Adobe Connect program are included on p. 2 of this Guide.

Relevant resources will be provided to the 4-H Volunteers at each host site for each session. Additional supplemental resources for e-Forum participants to access will be posted on the North Central Region Volunteer e-Forum 2011 Web site: <https://fyi.extension.wisc.edu/ncrvd/2011-e-forum/>.

## Welcome to Session 3 of the North Central Region Volunteer e-Forum!

The title of this e-Forum session is “New & Emerging Curriculum” and includes the following topics and presenters:

### **Get Connected in Your 4-H World**

*Presenter: Rachele Vetter, North Dakota State University, [rachele.vetter@ndsu.edu](mailto:rachele.vetter@ndsu.edu)*

As a 4-H Volunteer you have the world of 4-H resources at your fingertips. This session will assist you in locating new 4-H curriculum and tools that are available on the National 4-H web site, multiple states' 4-H web sites and through social networking sites such as facebook and Ning. Being linked in to the electronic resources that are available will make running your club easier and more efficient.

### **4-H Science**

*Presenter: Dixie Sandborn, Michigan State University, [sandbord@msu.edu](mailto:sandbord@msu.edu)*

Science is everywhere! Through inquiry-based learning along with hand-on activities and experiments, 4-H Science Curriculum can enhance science learning. From animals to wind, from plants to robotics, 4-H Science encourages kids to understand the world around them while learning by doing.

### **Community Service Learning**

*Presenter: Steve McKinley, Purdue University, [mckinles@purdue.edu](mailto:mckinles@purdue.edu)*

4-H has long been known for its efforts to give back to the community. The Citizenship National 4-H Mission Mandate has served to reinforce and uplift these efforts as a critical part of the 4-H experience. During this session, participants will identify similarities and differences between community service and service-learning opportunities and identify steps that can be taken to help 4-H members achieve even greater benefits from serving their communities.

Time will be provided for participants to exchange ideas on successful community service opportunities that their 4-H Clubs have completed. Resources will also be provided to volunteers and staff that they can share with 4-H members to more effectively plan and implement service opportunities.

# Supply List

The following supplies will be needed at your host site for this session

***Host Site Facilitators, remember to test your equipment and connections prior to the session according to the instructions provided on p. 2.***

## General Supplies

- LCD Projector
- Laptop/Personal Computer (that is no more than 2-3 years old)
- Speakers for audio
- Internet connection (wired, high-speed network connection preferred)
- Extension cord/power strip
- Separate laptop with Internet connection for participants to complete the online survey at the end of the program (optional)
- Registration sheet to record attendance
- Name tag for each person
- Refreshments (optional)

## Get Connected in Your 4-H World

- ~~Copies of “North Central Region 4-H Web and Facebook sites” with “Other Resources to Assist 4-H Volunteers” (printed front-to-back)~~

## 4-H Science

- ~~Flip Chart paper and easel~~
- ~~Markers~~

## Community-Service Learning

- Flip Chart paper and easel
- Markers
- Pencils/pens
- Notebook paper
- Copies of “Community Service Ideas” for each participant
- Copies of “Service Project Checklist” for each participant
- Copies of “Planning a Service Project Fact Sheet” for each participant

**Welcome to the 2011 North Central Region  
4-H Volunteer e-Forum! (Slide 1)**



**New & Emerging Curriculum (Slide 2)**



**Welcome from 4-H National Headquarters  
– Doug Swanson video (Slide 3)**



**Salute to Excellence Award Winner (Slide 4)**

**Congratulations to Robin  
Forney, IL!**

Recipient of the National  
and North Central Region  
2011 Salute to Excellence  
Volunteer of the Year Award




**Salute to Excellence Award Winner (Slide 5)**



**Tonight's E-Forum Program (Slide 6)**

**Tonight's E-Forum Program:**

- ▶ **New & Emerging Curriculum**
    - Get Connected in Your 4-H World
      - Rachelle Vetter, North Dakota State University
    - 4-H Science
      - Dixie Sandborn, Michigan State University
    - Community Service-Learning
      - Steve McKinley, Purdue University
- 

## Topic 3: Community Service Learning

Presenter: Steve McKinley, Purdue University, [mckinles@purdue.edu](mailto:mckinles@purdue.edu)

### Introduction (Slide 44)

#### Community Service- Learning

Steve McKinley, Purdue University




4-H has long been known for its efforts to give back to the community. The Citizenship National 4-H Mission Mandate has served to reinforce and uplift these efforts as a critical part of the 4-H experience. During this session, participants will identify similarities and differences between community service and service-learning opportunities and identify steps that can be taken to help 4-H members achieve even greater benefits from serving their communities.

Time will be provided for participants to exchange ideas on successful community service opportunities that their 4-H Clubs have completed. Resources will also be provided to volunteers and staff that they can share with 4-H members to more effectively plan and implement service opportunities.

### Objectives (Slide 45)

#### Objectives

1. Differentiate between Community Service and Community Service-Learning.
2. Identify effective projects 4-H members can implement to serve their communities.
3. Outline steps to complete a service project in the community.

- 
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  2. Identify effective projects 4-H members can implement to serve their communities.
  3. Outline steps to complete a service project in the community.



## On-Site Activity

### Generate Ideas for Serving the Community (Slide 46)

1. Find a partner.
2. For 60 seconds, one partner shares a service opportunity that your 4-H Club has previously completed.
3. The other partner writes down the major points of the project as they are shared.
4. Trade partners and repeat steps 2-3.
5. Host site facilitator, please type in the chat box the title of one or two service ideas that were shared in your group.

### Generate Ideas for Serving the Community



1. Find a partner.
2. For 60 seconds, one partner will share a service opportunity that your 4-H Club has previously completed.
3. The other partner will write down the major points of the project as they are shared.
4. Trade roles and repeat steps 2-3.
5. Host site facilitator: please type in the chat box the title of one or two service ideas that were shared in your group.

## Objective 1: Differentiate between Community Service and Community Service-Learning

### 4-H Serving the Community (Slide 47)

#### 4-H Serving the Community

- ▶ Part of the 4-H culture for over 100 years
- ▶ Reflects one of the "H"'s in our pledge... "I pledge my hands to larger service."
- ▶ Included in the "Generosity" concept of the Essential Elements of 4-H Youth Development.



As you can see by the long list of ideas in the chat box, 4-H clubs have a long history of providing service to their local communities. This reflects on of the four "H"'s that we include in our pledge... "I pledge my hands to larger service." Service is also a significant component of the "Generosity" concept included in the Essential Elements of 4-H Youth Development.

During tonight's session, we'll explore the concept of service in perhaps a little different direction than you've thought of previously. We'll differentiate between Community Service and Service-Learning.

Both of these methods of service are important to the 4-H program and to the local communities. By adding a step or two to the service experience, the learning gained by the 4-H members can increase significantly.

### What is Community Service? (Slide 48)

- Taking action to meet a community's needs
- Making a difference in the community
- Connecting with key community members

### What is Community Service?

- ▶ Taking action to meet a community's needs
- ▶ Making a difference in the community
- ▶ Connecting with key community members



### What is Community Service-learning? (Slides 49-50)

- All of the Community Service points, plus...
- Intentionally engaging youth in planning and implementing the service
- Attaining clearly articulated goals
- Building in time for participants to reflect on the service experience to help them define what they learned from the experience, to state why the project was important, and to consider future actions they can take

### What is Community Service-Learning?

- ▶ All of the Community Service points, plus...
- ▶ Intentionally engaging youth in planning and implementing the service
- ▶ Attaining clearly articulated goals



### What is Community Service-Learning?

- ▶ Building in time for participants to...
  - reflect on the service experience
  - help them define what they learned from the experience,
  - state why the project was important, and
  - consider future actions they can take



### Scenarios: Community Service or Community Service-learning? (Slides 51-58)

I'll share a few examples of service opportunities in which 4-H members may participate. I'd like you to decide if each opportunity would best be classified as Community Service (CS), or Community Service-Learning (SL).

**Host site facilitator, ask for the group's consensus after each scenario is presented and then respond to the poll question on behalf of your group.**

- The Hilltoppers 4-H Club members developed workshops for students on "greening" their rooms, homes and apartments. The workshops were instructed by the 4-H members. They discussed the installation of low-flow water heads, composting, strategic tree plantings, and utilizing local recycling services. After the workshops were completed, the club members evaluated the success of their project.

*Poll Question: Have the Hilltoppers participated in a Service-Learning project? (YES or NO)*

Answer: This scenario would be considered Community Service-Learning: youth have had a hand in learning about the content, developing and presenting the workshops, and evaluating the success of the project.

**Scenarios: Community Service or Community Service-Learning?**

- ▶ Hilltoppers 4-H Club workshops on "greening" ideas.
  - Topics: Low-flow water heads, composting, strategic tree plantings, utilizing local recycling services
  - 4-H members served as workshop instructors
  - Club members evaluated project's success



**Which type of project has this group completed?**

- a. Community Service
- b. Community Service-Learning

- Clover County 4-H members volunteer many hours of their time each year during the winter months to serve food at the soup kitchen.

*Poll Question: Have the Clover County 4-H members participated in a Service-Learning project? (YES or NO)*

Answer: This scenario would be a Community Service project. No information is shared that the youth were involved in the implementation of the service, nor is it evident that any time for reflection was included.

**Scenarios: Community Service or Community Service-Learning?**

- ▶ Clover County 4-H members volunteer to serve food at a soup kitchen.



**Which type of project has this group completed?**

- a. Community Service
- b. Community Service-Learning

- 4-H Jr. Leaders became aware of economic needs of low income single mothers in their community. They learned what was necessary for raising a child and decided to organize a materials donation for these mothers. The Jr. Leaders distributed the items along with informational brochures to the homes of the mothers and babies. Following the completion of their project, they spent time reflecting on what they learned as a result of the project.

*Poll Question: Have the 4-H Jr. Leaders participated in a Service-Learning project? (YES or NO)*

Answer: This is a community service-learning example. The youth have identified local needs, learned information about how to address the problem, then organized a drive to meet those needs. Time for reflecting on the experience has been included.

### Scenarios: Community Service or Community Service-Learning?

- ▶ 4-H Jr. Leaders
  - Became aware of low income single mothers' needs.
  - Learned about necessities for raising a child.
  - Organized materials donation.
  - Distributed items along and informational brochures.
  - Reflected on what they learned.



### Which type of project has this group completed?

- a. Community Service
- b. Community Service-Learning

- Adult 4-H Leaders worked with the local parks department to organize a clean-up day at the local park for their 4-H Club members.

*Poll Question: Have these 4-H Club members participated in a Service-Learning project? (YES or NO)*

Answer: This would be a community service project. The adult leaders of the club organized the opportunity for the youth, which did not provide the youth with the experience of planning the project. No time for evaluation or reflection is included.

### Scenarios: Community Service or Community Service-Learning?

- ▶ Adult 4-H Leaders organized a park clean-up for 4-H Club members.



### Which type of project has this group completed?

- a. Community Service
- b. Community Service-Learning

These are just a few examples of service opportunities that 4-H Clubs may complete. Again, it is important to remember that all service is valuable to the community and the participants. The point here is that the experience can be even more beneficial to the youth participants if they have opportunities to be involved in the planning throughout the project and if time is intentionally provided to help the youth reflect on the experiences they have had and the knowledge and skills they have gained as a result.

## Enhancing 4-H Service Opportunities (Slide 59)

### Enhancing 4-H Service Opportunities

- ▶ Look back at the service opportunity you shared at the beginning of this session.
- ▶ Is it Community Service or Community Service-Learning?
- ▶ What could be added to further enhance this service opportunity for the participants?
- ▶ Share your responses with your group.



Take a look back at the list of service opportunities you shared at the beginning of this session. How would you classify these opportunities...Community Service or Community Service-Learning? If it was Community Service, what steps could you take to turn that opportunity into Community Service-Learning? If it's already a Service-Learning experience, what other things could you do to further enhance the learning that takes place by the members? Take a few minutes to discuss your thoughts with the others in your group.

Host site facilitators, please help the group think through steps that could be taken for each of the service projects that would make them more educational for the participants. You may choose to write these ideas on a flip chart or have the participants keep their own notes. We'll rejoin the program in 5 minutes.

Now that you've identified methods to enhance 4-H Service opportunities for the members, you are encouraged to take these ideas back to your club and implement them in future projects.

**Objective 2:** Identify effective projects 4-H members can implement to serve their communities.

### On Site Activity (Slide 60)

#### Additional sharing...

- ▶ What service projects have your 4-H Clubs effectively completed? (in addition to those you've already shared)
- ▶ How have your 4-H members been actively involved in planning and implementing these projects?

Share your answers to these questions with those at your local sites.



We'll now move into Objective 2. At your local sites you've each had the opportunity to share one service project that your 4-H group has participated in previously. We're now going to provide you with time to do some additional sharing. For the next few minutes your host site facilitator will be asking you to respond to two questions:

- What service projects have your 4-H Clubs effectively completed?
- How have your 4-H members been actively involved in the planning and implementation of these projects?

Host site facilitators, you may wish to record these ideas on a flip chart. Near the end of the allotted time, please identify 2-3 of these projects that you believe are unique and type the titles of these projects in the chat box.

### Example Service Projects (Slide 61)

#### Example Service Projects

- ▶ Food drives
- ▶ Rake-n-Run
- ▶ Birthday bags
- ▶ Pet therapy at senior centers
- ▶ Ronald McDonald's House fund drives
- ▶ 4-H Leader Appreciation
- ▶ Operation: Military Kids
- ▶ Caranimal Wash

Host Site Facilitators, if you have prepared copies of "Community Service Ideas", please distribute these at this time.

This slide shows just a few service project ideas. A list of community service ideas is posted on the North Central Volunteer Web site. The ideas generated here today will be added to this list for everyone to access.

### Objective 3: Outline steps to complete a service project in the community.

As we wrap up our session this evening, we'll take a brief look at a checklist that highlights the steps that your group will want to take as they complete community service projects. As you consider answers to each of these questions, remember to think about how your 4-H members can take an active role in assuming responsibility for the completion of these steps.

### Community Service Steps (Slides 62-64)

#### Service Project Steps

- ✓ What community needs have been identified?
- ✓ Which project do the 4-H Club members wish to pursue?
- ✓ Which 4-H Club members will serve on the planning committee?
- ✓ Who are the key people in the community to contact for this project?
- ✓ Who will make these contacts?

#### Service Project Steps

- ✓ When will the service project be conducted?
- ✓ Where will the service project be conducted?
- ✓ What supplies are needed?
- ✓ From where will these supplies be purchased or from where will they be donated?
- ✓ Who is responsible for acquiring these supplies?
- ✓ What is the timeline for completion of this project?

#### Service Project Steps

- ✓ What publicity needs to be done for this project?
  - ✓ Letter to 4-H Club Members and Parents
  - ✓ Newspaper
  - ✓ Radio/TV
  - ✓ Web site
  - ✓ Social networking page
- ✓ How will you evaluate your project?
- ✓ What other details need to be addressed?

By answering these questions, your club can plan and implement a more effective Community Service Project.

- ✓ What community needs have been identified?
- ✓ Which project do the 4-H Club members wish to pursue?
- ✓ Which 4-H Club members will serve on the planning committee?
- ✓ Who are the key people in the community to contact for this project?
- ✓ Who will make these contacts?
- ✓ When will the service project be conducted?
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- ✓ What supplies are needed?
- ✓ From where will these supplies be purchased or from where will they be donated?
- ✓ Who is responsible for acquiring these supplies?
- ✓ What is the timeline for completion of this project?
- ✓ What publicity needs to be done for this project?
  - ✓ Letter to 4-H Club Members and Parents
  - ✓ Newspaper
  - ✓ Radio/TV
  - ✓ Web site
  - ✓ Social networking page
- ✓ How will you evaluate your project?
- ✓ What other details need to be addressed?

Host Site Facilitators, if you have prepared copies of the “Service Project Checklist” and “Planning and Carrying Out a Service Project Fact Sheet”, please distribute these at this time.

The Community Service Project checklist is posted on the North Central Volunteer Web site. Also on this site is a fact sheet titled “Planning and Carrying Out a Service Project”. This provides some general guidelines that may be helpful to your group as they “pledge their hands to larger service”!

Thank you for your participation in this session. Best wishes to you and your 4-H members as they develop and implement exciting community service-learning opportunities this year and beyond!!

## E-Forum Sessions (Slide 94)

### 2011 North Central 4-H Volunteer E-Forum Sessions

- ▶ **Positive Youth Development (Monday, November 7)**
  - Quality Matters: In Chocolate and 4-H Programs—Brenda Shafer, University of Minnesota
  - The Teen Brain: A Work in Progress—Annette Haas, University of Wisconsin-Extension
- ▶ **4-H Program Management (Thursday, November 17)**
  - Keeping Your Cool While Working with Youth—Pat McLaughlin, Sheri Seibold, University of Illinois
  - Reducing the Risks of 4-H Club Meetings—Vicki Schwartz, Brenda Young, Ohio State University
- ▶ **New & Emerging Curriculum (Tuesday, November 22)**
  - Get Connected in Your 4-H World—Rachelle Vetterl, North Dakota State University
  - 4-H Science—Dixie Sandborn, Michigan State University
  - Community Service Learning—Steve McKinley, Purdue University

*All programs will be held from 7:30-9:30 p.m.  
(ET).*

***Thank you, Host Site Facilitators, for your assistance with this session of the  
2011 NCRVe-F!!***