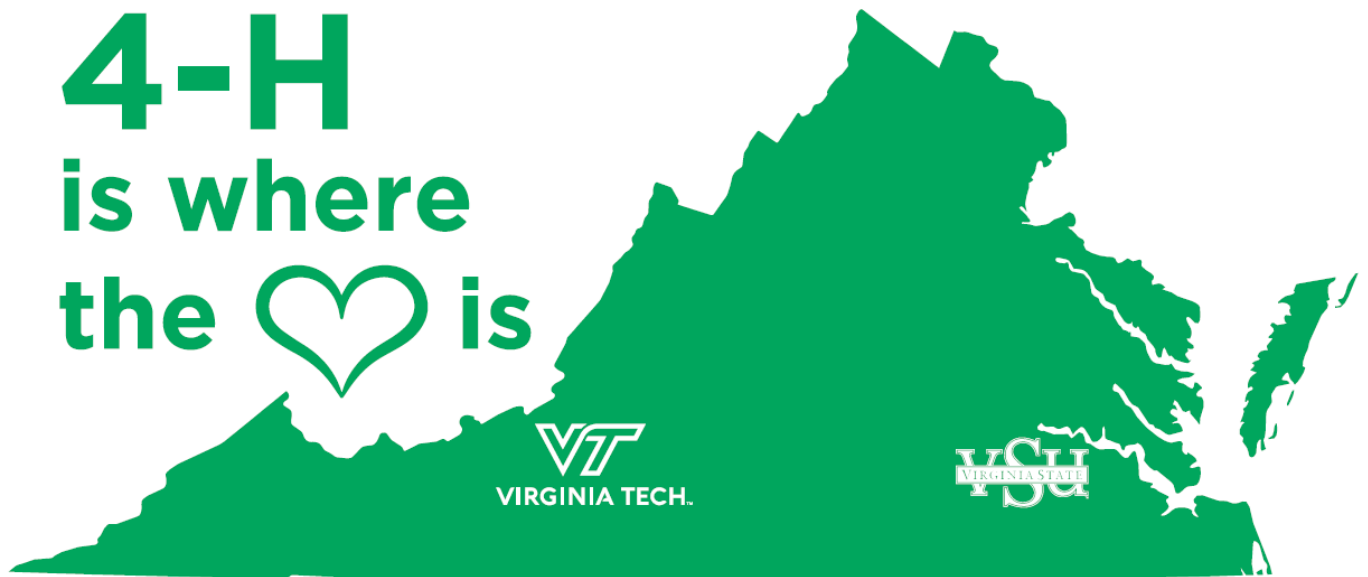


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37.2284° N, 80.4234° W

37.2385° N, 77.4199° W



**CONGRESS 2019**

**2019-2020**

**Responsibilities, Qualifications, and  
Election Procedures for the  
Virginia 4-H Cabinet  
(*Officers and Ambassadors*)**



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## 2019-2020 State 4-H Cabinet Elections Highlights

1. In alignment with the United States presidential election procedures, the State 4-H Cabinet Officers will be elected through the electoral process. This process is parallel to the presidential election held every four years. Thus, each unit will receive a minimum of three (3) electoral votes. In our national election process each state receives a minimum of three electoral votes, one for the two United States Senators and one for each United States House of Representatives member, realizing that small population states only have one House of Representative member. Therefore, the minimum of electoral votes in each state is three. The District Ambassador election procedure will be conducted through popular vote which will be done during Tuesday's district meeting.
2. In addition to the three electoral votes each unit automatically receives, each unit will receive one electoral vote for every 100 members of total enrollment according to their 4HOnline ES-237 report, up to a maximum of 50 votes.
3. If a unit is not represented in person at State 4-H Congress (no youth delegates in attendance), they forfeit their vote. There will be no absentee voting.
4. There is no limit as to the amount of Ambassador or Officer candidates a unit can send forth.
5. Each candidate is being asked to create a two- minute video and submit by uploading to a Google Folder by May 17<sup>th</sup>. In the video, candidates will tell why they are running and what they plan to do as a cabinet member, if elected. Please note that videos cannot be uploaded to our website if they contain copyrighted music. Additionally, the completed Virginia 4-H Cabinet Application and Consent forms should be sent electronically to the applicant's 4-H Extension Agent and the 4-H Agent will be responsible for sending to the State 4-H Elections Chair, Lenah Nguyen (lgeer@vt.edu) by May 17<sup>th</sup>.
6. **4-H Agents/Leaders will share the video links with teens attending Congress from their Unit.** In addition to sharing the videos, the only other responsibility of the agent is to collect the applications, consent forms, and photos from the teen(s) running for a position from their respective unit. Time will be allotted in the Congress schedule to allow for campaigning, caucusing and voting.
7. As part of the elections process, candidates are required to deliver a two-minute campaign speech during Congress (even if running unopposed) in which they will emphasize how they plan to have a major impact on the positive growth of the Virginia 4-H program and its members.
8. All successful candidates are required to participate in new Cabinet activities, including officer installation, new Cabinet photos, and an orientation meeting on Thursday, June 27<sup>th</sup>.
9. All successful candidates will be **expected to purchase a 4-H green blazer at a cost of approximately \$100.00. Males will also be expected to purchase a yellow tie at a cost of approximately \$25.00.**
10. All successful candidates will be expected to fundraise to financially support one of the quarterly State 4-H Cabinet meetings. Each Cabinet member will be expected to raise \$250.00 by May 15, 2020.



## **2019-2020 State 4-H Cabinet**

### **Expectations at a Glance**

- Represent the needs and interests of Virginia 4-H youth.
- Positively represent and promote 4-H at the local, district, and state levels. Demonstrate the best that 4-H has to offer through your words, actions, personal appearance and adherence to the Code of Conduct.
- Purchase a green blazer for approximately \$100.00. Males will also be expected to purchase a yellow tie for approximately \$25.00.
- Raise a minimum of \$250.00 to support one of the quarterly State 4-H Cabinet meetings by May 15, 2020.
- Prepare and upload a two-minute video to the Google Folder by May 17, 2019. <https://drive.google.com/drive/folders/13YfT4kbTG8mkxXDKv-NrHyDXewffMdgs> In this video, be sure to address why you want to be a Cabinet member and what you plan to do as a Cabinet member if you are elected. Please do not include copyrighted music in your video. To help you prepare, please review the Cabinet responsibilities and duties in the *Responsibilities, Qualifications, and Election Procedures for the Virginia 4-H Cabinet* packet.
- Prepare a two-minute speech to be delivered during State 4-H Congress (even if running unopposed) outlining how you plan to have a major impact on the positive growth of the Virginia 4-H program and its members.
- Attend four (4) meetings over the next year scheduled for August 2-4, 2019 at Airfield 4-H Educational Center, October 25-27, 2019 in Roanoke, VA, January 26-28, 2020 in Richmond, VA, and May 15-17, 2020 at the Northern VA 4-H Center. - *missing two (2) meetings results in immediate removal from Cabinet.* Arriving late and leaving early may be considered as a “missed meeting” depending on the circumstances. In other words, *you must commit yourself to this leadership and service opportunity.*
- At minimum, participate in two outreach activities by conclusion of term. Outreach is defined as the efforts you personally make to inform and/or recruit youth and adults to Virginia 4-H. Some examples include: writing a newspaper article about 4-H, telling your 4-H story at a 4-H or non-4-H event, representing 4-H at the county, district, state, national, or international level, or serving as a room chair or Master of Ceremonies at 4-H events.
- Attend the 2020 State 4-H Congress, June 22-25. Officers are also strongly encouraged to attend the 2020 iLeadership Institute held at VSU in July.
- Be prepared to develop a collaborative relationship with youth and adults. Together, we will work towards establishing a youth-adult partnership.



- Be prepared to laugh, to share ideas, clearly/thoughtfully express your positions and perspectives, to give and receive constructive feedback, to develop friendships, and to make a difference in the lives of others.

## INTRODUCTION TO THE STATE 4-H CABINET

The State 4-H Cabinet is a youth/adult partnership in which youth and adults work together to promote and carry-out specific programmatic functions of the Virginia 4-H program. Serving as a State 4-H Cabinet member is designed to be a competitive and engaging leadership development experience within the Virginia 4-H program. The youth members of the Cabinet (Officers, Ambassadors, Mentors, Liaisons and the Past-President), serve as the 'voice' for 4-H youth across the Commonwealth. The adult members of the Cabinet provide additional Extension experience, help the youth members to see the larger context of Virginia Cooperative Extension and the Virginia 4-H program, and help the youth members to be successful.

The State 4-H Cabinet is comprised of:

- Sixteen (16) district-level Ambassadors (four per Extension district),
- Four (4) state-level Officers (President, Vice-President, Secretary, and Reporter/Historian).
- One Past-President (individual who served as President of the State 4-H Cabinet during the previous year)
- Mentors (three individuals who previously served as Ambassadors within the State 4-H Cabinet)
- All-Star liaison
- Extension Agent and/or 4-H Volunteer Advisors
- State 4-H Office Extension Specialist Advisor



## RESPONSIBILITIES OF STATE 4-H CABINET MEMBERS (OFFICERS AND AMBASSADORS)

**4-H MEMBERS WHO ARE CONSIDERING RUNNING FOR A VIRGINIA 4-H CABINET OFFICE MUST CAREFULLY READ THE GENERAL RESPONSIBILITIES OF CABINET MEMBERS.**

- I. All 4-H Cabinet members must be between the ages of 14-18 years old. A candidate must be 14 years of age by September 30, 2019.
- II. All 4-H Cabinet members must maintain a high standard of personal conduct and should act as positive role models for other 4-H members. They must serve as leaders of the 4-H program at Local, District and State levels, positively representing the needs and interest of Virginia 4-H youth. Being a Cabinet member is a great honor. With this honor comes accountability and personal responsibility, demonstrating the best that 4-H has to offer through their words, actions, and personal appearance. Cabinet members are representatives of 4-H members, and thus have a duty to promote and be involved in all facets of the Virginia 4-H program, particularly State 4-H Congress.
- III. As a 4-H Cabinet member, you serve in many capacities representing 4-H across the Commonwealth. Assisting with the planning and implementation of state 4-H events including 4-H State Congress is only one aspect of your responsibilities. You are the voice of 4-H and for 4-H'ers across Virginia. In this role you will be called upon to speak on behalf of 4-H before a variety of audiences including local, district, state and out-of-state events. When running for this office you should present a platform detailing how you plan to have a major impact on the positive growth of the 4-H program in the Commonwealth of Virginia.
- IV. Those elected to the 2019-2020 State 4-H Cabinet will work closely with the advisors to the Cabinet who will assist you in preparing your presentations, media contacts, and letters. You should keep the advisors informed of your outreach activities.
- V. Cabinet members are expected to attend all of the State 4-H Cabinet meetings. There are four sessions during the year. These **meetings are set for** August 2-4, 2019 at Airfield 4-H Educational Center, October 25-27, 2019 in Roanoke, VA, January 26-28 in Richmond, VA, and May 15-17, 2020 at the Northern VA 4-H Center. Lodging and most meal expenses for three of the meetings are paid by the Virginia 4-H Foundation. The May meeting is paid for using the \$250 each Cabinet Member is expected to raise. Members are responsible for their travel to and from meetings.
- VI. All Cabinet members are required to raise \$250.00 to financially support the May meeting regardless if they are in attendance or not. This money must be raised and turned into to Dr. Tonya Price on or before May 15, 2020. Fundraising strategies and suggestions will be discussed during the August meeting and members will be supported by their adult district advisor. If you have questions about requirement, please contact Dr. Tonya Price.
- VII. Any Cabinet member (Ambassador or Officer) who cannot attend a meeting is responsible for notifying the State 4-H Office Extension Specialist Advisor to the Cabinet (Dr. Tonya Price) at 540-432-6029, Ext. 116 or [tonyaprice@vt.edu](mailto:tonyaprice@vt.edu) prior to the meeting date. **Officers and Ambassadors missing TWO Cabinet planning sessions will be automatically dismissed.**
- VIII. Successful candidates for Cabinet positions must participate in the officer installation ceremony conducted during State 4-H Congress.



- IX. The State 4-H Cabinet is the representative group for all 4-H members across the Commonwealth. Because of this, Ambassadors and Officers are **required** to participate in a minimum of two outreach service opportunities during the year. Various opportunities will be provided by the State 4-H Office and local and district events. Past opportunities included planning, organizing, and delivering Officer Trainings and Statewide 4-H Teen Events, and district training events. Other outreach opportunities have included: speaking at budget hearings and promoting 4-H on the district, state, national, and international levels.
- X. The Cabinet also has an important responsibility for numerous Congress events. Cabinet members will assist in insuring the smooth and efficient operation of all systems during Congress. Due to this leadership responsibility, Officers are **NOT** eligible to participate in any competition at Congress. Ambassadors may compete during Congress with the understanding that **Ambassador responsibilities come first**.
- XI. Cabinet members have responsibilities in their Districts to enhance the public understanding and image of 4-H through effective communication of programs and activities. Specific District responsibilities include:
  - 1. Be a communication link between the District and the Cabinet and vice versa.
  - 2. Preside over District Meetings during Congress.
  - 3. Provide leadership to all District activities at Congress.
  - 4. Engage in at minimum two outreach activities during the year.
- XII. The same rules and regulations that pertain to other Congress delegates will apply to all Cabinet members.
- XIII. All Cabinet members will abide by the Virginia 4-H Code-of-Conduct and Cabinet expectations that are established at the August planning/training meeting.
- XIV. The State 4-H Office Extension Specialist Advisor, in consultation with at least one other Cabinet Advisor has the authority to remove Cabinet members for:
  - 1. Violations of the Virginia 4-H Code-of-Conduct.
  - 2. Failure to carry out job responsibilities.
  - 3. Failure to attend at least two of the four Cabinet meetings.



## SPECIFIC DUTIES OF 4-H CABINET OFFICERS

**4-H MEMBERS WHO ARE RUNNING FOR A STATE 4-H CABINET OFFICE MUST CAREFULLY READ THE SPECIFIC DUTIES FOR THE OFFICE WHICH THEY ARE SEEKING.**

### **President**

- Provide leadership to the Virginia 4-H Cabinet.
- Attend all Cabinet meetings and be on time.
- Maintain an on-going communication link with all Cabinet subcommittees.
- Function as a liaison between the Cabinet and the advisors to the Cabinet
- Preside at all Cabinet meetings.
- Attend State 4-H Congress and iLeadership Institute.
- Preside at selected Congress assemblies.
- Prepare an introductory (welcoming) speech to be given the first night of Congress.
- Prepare a written message to be included in the Congress program.
- Prepare written reports for the State 4-H Office as needed.
- Abide by all provisions of the Virginia 4-H Code of Conduct and Cabinet expectations.
- Represent and speak on behalf of Virginia 4-H at selected state and national events and conferences.
- Carry out all other assigned duties and responsibilities.
- Serve in the capacity as Past-President as an advisor to the Cabinet when term ends.

### **Vice President**

- Be prepared to assume the duties of the President if necessary.
- Attend all Cabinet meetings and be on time.
- Work closely with the President on all Cabinet functions.
- Abide by all provisions of the Virginia 4-H Code of Conduct and Cabinet expectations.
- Carry out all other assigned duties and responsibilities.
- Represent and speak on behalf of Virginia 4-H at selected local, district, state, and possibly, out-of-state events.
- Attend State 4-H Congress and iLeadership Institute.





## **Secretary**

- Maintain an accurate set of records of all Cabinet actions.
- Attend all Cabinet meetings and be on time.
- Submit to the State 4-H Office Extension Specialist Advisor an accurate set of minutes for each of the Cabinet meetings **no later than two weeks** after the meeting.
- Coordinate correspondence for the Cabinet.
- Assist the Reporter/Historian in maintaining a Congress Scrapbook.
- Abide by all provisions of the Virginia 4-H Code of Conduct and Cabinet expectations.
- Carry out all other assigned duties and responsibilities.
- Represent and speak on behalf of Virginia 4-H at selected local, district, state, and possibly, out-of-state events.
- Attend State 4-H Congress and iLeadership Institute.

## **Reporter/Historian**

- Provide the leadership for all Cabinet information and record keeping activities.
- Attend all Cabinet meetings and be on time.
- Maintain a Cabinet Scrapbook containing pictures, newspaper clippings, narrative material, audio tapes, video tapes, etc., of the Cabinet's meetings and activities throughout the year.
- Chair the Congress Multi-Media Team by promoting Congress and Virginia 4-H through a variety of media outlets.
- Abide by all provisions of the Virginia 4-H Code of Conduct and Cabinet expectations.
- Carry out all other assigned duties and responsibilities.
- Represent and speak on behalf of Virginia 4-H at selected local, district, state, and possibly, out-of-state events.
- Attend State 4-H Congress and iLeadership Institute.



## QUALIFICATIONS FOR 4-H CABINET AMBASSADORS AND OFFICERS

### I. **District Ambassadors must have:**

- A. At least one full year (12 months) of experience as a 4-H member
- B. Documented formal leadership training (examples include: 4-H, FFA, Student Council, DECA, FBLA, church, National Honor Society, etc.)
- C. Sufficient and appropriate training, experiences, attitudes and skills as documented in the *Virginia 4-H Cabinet Application and Consent Form*.

### II. **Officers must have:**

#### A. President

- 1. Previous experience serving as an officer in an organization, association, school group, church groups, etc. preferable as a President (for example: 4-H, FFA, Student Council, DECA, FBLA, church youth group, National Honor Society, etc.)
- 2. At least one full year of experience as a 4-H District Ambassador is required.
- 3. Strongly encouraged to have previously attended a national level conference related to any of the following: 4-H, youth development, leadership, youth/adult partnerships, education, etc.

#### B. Vice-President

- 1. Previous experience serving as an officer in an organization, association, school group, church groups, etc. preferably as a Vice President (for example: 4-H, FFA, Student Council, DECA, FBLA, church youth group, National Honor Society, etc.)
- 2. At least one full year of experience as a 4-H District Ambassador is required.
- 3. Strongly encouraged to have previously attended a national level conference related to any of the following: 4-H, youth development, leadership, youth/adult partnerships, education, etc.

#### C. Secretary

- 1. Previous experience serving as an officer in an organization, association, school group, church groups, etc. preferably as a Secretary (for example: 4-H, FFA, Student Council, DECA, FBLA, church youth group, National Honor Society, etc.)
- 2. At least one full year of experience as a 4-H District Ambassador is required.

#### D. Reporter/Historian

- 1. Previous experience serving as an officer in an organization, association, school group, church groups, etc. preferably as a Reporter/Historian (for example: 4-H, FFA, Student Council, DECA, FBLA, church youth group, National Honor Society, etc.)
- 2. At least one full year of experience as a 4-H District Ambassador is required.



## ELECTION PROCEDURES AND GUIDELINES FOR 4-H CABINET AMBASSADORS AND OFFICERS

### I. General Registration Procedures

- A. Each unit (county or city) is allowed to send an unlimited amount of applicants forward for an officer position and/or District Ambassador positions, provided all requirements are met. In the event that there are no applicants and/or open spots still remain for an Officer and/or District Ambassador position, the State Elections Chairperson reserves the right to extend the deadline for those positions. If insufficient numbers of candidates run for office, then the Elections Chair is empowered to make changes to item F below in cooperation with the State 4-H office.
- B. Sixteen (16) District-level Ambassadors positions and four (4) state-level Officer positions are available each year. No candidate may run for an ambassador or officer position unless they are registered with the State Elections Chairperson by the stated deadline.
- C. Required registration information includes:
1. Completed Virginia 4-H Cabinet Application and Consent Form (3 pages). The applicant's 4-H Extension Agent must submit the application and consent form electronically via email to Lenah Nguyen at [lgeer@vt.edu](mailto:lgeer@vt.edu) by May 17<sup>th</sup>.
  2. Recent photograph. The applicant's 4-H Extension Agent must submit the photo electronically via email to Lenah Nguyen at [lgeer@vt.edu](mailto:lgeer@vt.edu) by May 17<sup>th</sup>.
  3. Completed & Signed 4-H Media Release/Health History. The applicant's 4-H Extension Agent must download a copy of these forms from 4HOnline and email them to Lenah Nguyen at [lgeer@vt.edu](mailto:lgeer@vt.edu) by May 17<sup>th</sup>.
  4. Video. Prepare and submit a two minute video. Please make sure your video is in one of the following formats .mp4, .mov. or .wmv and at least 640 pixels wide. You will upload your videos to a Google Folder at the following web link by May 17, 2019:  
<https://drive.google.com/drive/folders/13YfT4kbTG8mkxXDKv-NrHyDXewffMdgs>  
In your video, be sure to address why you want to be a Cabinet member and what you plan to do as a Cabinet member if you are elected. Please note that you cannot include copyrighted music in your video. To help you prepare, please review the Cabinet responsibilities and duties in this packet.
- D. The registration materials (identified in part C above) must be received ***NO LATER THAN 5:00 PM on May 17, 2019*** by the State Elections Chairperson listed below: However, ***your unit may set an earlier deadline for application submissions so talk with your 4-H Extension Agent for deadline date.***

***Lenah Nguyen, State Elections Chair  
4-H Extension Agent – Fauquier County  
24 Pelham Street  
Warrenton, VA 20186  
[lgeer@vt.edu](mailto:lgeer@vt.edu)***



- E. The State Election Chairperson, upon receipt of candidate registration materials, will notify both the candidate and the candidate's Extension Agent. After the May 17, 2019 deadline, the State Election Chairperson will forward all completed registration materials to Dr. Tonya Price at the State 4-H Office.
- F. Candidates may not switch to another office after original forms have been received without permission from the State Elections Chairperson and the State 4-H Office.
- G. Write-in candidates are not allowed.
- H. Ambassador and Officer candidates are expected to be present and deliver their own district ambassador or state-officer speech. If a candidate is unable to be present and/or unable to deliver his/her speech, then each situation will be addressed on a case-by-case basis by the Extension Specialist Cabinet Advisor and the State Elections Chair.

## **II. Election Procedures for Ambassador Positions**

- A. A total of sixteen (16) Ambassadors will be elected—four (4) from each Extension District—during State 4-H Congress.
- B. Units have no limit to the number of Ambassador Candidates. If positions are vacant past the deadline, the deadline may be extended.
- C. The four Ambassador candidates from each district receiving the highest number of popular votes will be elected.
- D. Ambassador candidates will deliver speeches to their districts on Tuesday, June 25 during their District Meeting. Candidate speeches will be limited to two (2) minutes in length, must have been approved by their Extension Agent and should outline how they plan to have a major impact on the positive growth of the Virginia 4-H program and its members. (Note: Current Ambassadors will monitor time-limits of candidate speeches.)

## **III. Election Procedures for Cabinet Officer Positions**

- A. A total of four (4) Officers will be elected during State 4-H Congress (President, Vice President, Secretary, and Reporter/Historian). Units have no limit to Officer Candidates who meet the qualifications.
- B. Officer positions will be voted on during State 4-H Congress.
- C. To be elected for an Officer position, a candidate must receive a simple majority electoral vote.
- D. Candidates for each Officer position will be required to present a two-minute campaign speech to the assembled State 4-H Congress delegation during an assembly on Monday, June 24, 2019.

## **III. General Election Procedures**

### **OFFICERS**

- A. Each unit is responsible for submitting their official ballot to their respective District Elections Chair immediately following the conclusion of Tuesday's District Meeting.
- B. If none of the candidates for a particular officer position has the majority, a special meeting and caucus will be held for this particular office to vote on the two candidates receiving the highest number of votes.

### **AMBASSADORS**



- A. During district meetings, delegates will chose District Ambassadors according to a popular vote, allowing each delegate to cast up to four votes each.
- B. The four (4) Ambassador Candidates per district with the most popular votes will be designated as the newly elected District Ambassadors.

## V. Campaign Guidelines

Active campaigning for the State 4-H Cabinet will begin upon arrival to State 4-H Congress. Posters, campaign literature, t-shirts, yard signs, etc. may be used.

- A. Candidates will have an opportunity to distribute campaign materials to Congress delegates during the Meet-and-Greet time on Monday during the Welcome Picnic and Mixer.
- B. Candidates are allowed to display campaign posters and banners on the dorm bulletin boards that are provide for State 4-H Congress use.
- C. University property must not be damaged by posters or banners. Candidates may be held responsible for damages.
- D. No posters are allowed inside the elevators or on the elevator doors.
- E. At the conclusion of the election, each candidate is responsible for the removal of his/her campaign posters, banners, etc.
- F. Only youth are allowed to campaign for Ambassadors or Officers running for office.

## VI. Orientation Meeting and Cabinet Photograph

All successful candidates are required to participate in new Cabinet activities, including officer installation, new Cabinet photos, and an orientation meeting on Thursday, June 27.

- A. On Thursday morning, June 27, 2019, all successful candidates will have their pictures taken from 8:30 to 9:00 AM in Burruss Auditorium. The following **attire is required**: white collar button-down shirt, black pants or black knee-length skirt, and black closed toe shoes. (Note: A Media Release must be on file with your unit office.)
- B. All successful candidates will be **expected to purchase a 4-H green blazer** at an approximate cost of \$100.00. **Males will also be expected to purchase a yellow tie at an approximate cost of \$25.00.**



## 2019 Virginia 4-H Districts, Units, and Electoral Votes

Each unit receives a minimum of three electoral votes. In addition to the three minimum electoral votes, each unit receives one electoral vote per every 100 4-H members according to their annual 2017-18 4HOnline report, up to a maximum of 50 votes. The votes shown below include the three minimum votes as well as any additional votes.

CENTRAL DISTRICT	ELECTORAL VOTES
Amelia	7
Amherst	12
Appomattox	16
Bedford	5
Brunswick	7
Buckingham	19
Campbell	33
Charlotte	11
Cumberland	7
Danville	33
Dinwiddie	10
Franklin	12
Goochland	16
Greensville/Emporia	19
Halifax	21
Henry/Martinsville	50
Lunenburg	9
Lynchburg	34
Mecklenburg	16
Nelson	5
Nottoway	8
Patrick	15
Pittsylvania	9
Powhatan	13
Prince Edward	18

NORTHERN DISTRICT	ELECTORAL VOTES
Albemarle	40
Alexandria	17
Arlington	7
Augusta	11
Bath	5
Caroline	14
Clarke	7
Culpeper	33
Fairfax	50
Fauquier	31
Fluvanna	19
Frederick	11
Greene	14
Highland	5
King George	10
Loudoun	50
Louisa	14
Madison	8
Orange	19
Page	15
Prince William	50
Rappahannock	12
Rockbridge	7
Rockingham	33
Shenandoah	7
Spotsylvania	35
Stafford	28
Warren	8

SOUTHWEST DISTRICT	ELECTORAL VOTES
Alleghany	20
Bland	9
Botetourt	49
Buchanan	18
Carroll	31
Craig	3
Dickenson	8
Floyd	9
Giles	7
Grayson	11
Lee	19
Montgomery	31
Pulaski	13
Roanoke	50
Russell	5
Scott	21
Smyth	17
Tazewell	24
Washington	50
Wise	26
Wythe	13

SOUTHEAST DISTRICT	ELECTORAL VOTES
Accomack	14
Charles City	3
Chesapeake	50
Chesterfield	50
Essex	4
Gloucester	21
Hampton	11
Hanover	5
Henrico	30
Isle of Wight	4
James City	6
King & Queen	3
King William	3
Lancaster	8
Mathews	3
Middlesex	3
New Kent	4
Newport News	3
Norfolk	3
Northampton	6
Northumberland	9
Petersburg	16
Portsmouth	3
Prince George	23
Richmond City	50
Richmond County	12
Southampton	4
Suffolk	16
Surry	15
Sussex	3
Virginia Beach	36
Westmoreland	9
York	5



# VIRGINIA 4-H CABINET APPLICATION AND CONSENT FORM

(Page 1)

**NOTE:** This form must be filled out in its entirety (3 pages), appropriately signed, and submitted to your 4-H Extension Agent. The 4-H Agent is responsible for reviewing for completion and accuracy and emailing or mailing to **Lenah Nguyen (State Elections Chair), 4-H Extension Agent, Fauquier County, 24 Pelham Street, Warrenton, VA 20186 (lgeer@vt.edu)**. Must be received **by 5:00 PM on May 17, 2019**. Please upload your video to the Google Folder by May 17, 2019.

4-H Member's Name: \_\_\_\_\_

Gender: (Check ☒ one.)      ☐ Male      ☐ Female

Date of Birth: \_\_\_\_\_  
*Month/Day/Year*

Unit (County/City): \_\_\_\_\_

District: \_\_\_\_\_

Years of 4-H Experience: \_\_\_\_\_

Home Phone: \_\_\_\_\_  
*Include your Area Code*

Cell Phone: \_\_\_\_\_  
*Include your Area Code*

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Parent's or Guardian's Name: \_\_\_\_\_

Polo shirt size (S, M, L, XL, etc.) \_\_\_\_\_  
*Polos are sized appropriately for males and females*

If you are seeking a 4-H Cabinet Officer position, then identify the office (check one below). (*Officers must have at least one full year of experience as a 4-H District Ambassador.*)

☐ **President**

☐ **Vice President**

☐ **Secretary**

☐ **Reporter/Historian**

If you are seeking a 4-H Cabinet Ambassador position, then identify your District (Refer to page 12 for a listing of Units by District.)

☐ **Southwest District**

☐ **Northern District**

☐ **Central District**

☐ **Southeast District**



# **VIRGINIA 4-H CABINET APPLICATION AND CONSENT FORM**

**(Page 2)**

**Name:** \_\_\_\_\_ **Unit:** \_\_\_\_\_

Complete each of the questions below: (25-100 words per question)

1. Describe your knowledge of the 4-H program and the experiences that have taught you about 4-H.
  
2. How did you extend this knowledge into your community?
  
3. Describe your personal view of “leadership” and a summary of your leadership experience. (Please include all relevant local, state, or national level experience.)
  
4. Describe your training and/or experience with public speaking and parliamentary procedures (include where and how you received this training and/or experience).
  
5. Describe your personal philosophy regarding teamwork and working with others.
  
6. Describe your personal view of “service” and your experience with community service, service learning, and/or community outreach. (Please include all relevant local, state, or national level experience.)
  
7. If you have served on the State 4-H Cabinet before either as an Officer or Ambassador, what made you decide to run again?





## VIRGINIA 4-H CABINET APPLICATION AND CONSENT FORM

(Page 3)

### **Member's Agreement Statement**

*I have read and understand the responsibilities, duties, requirements, and election procedures for the specific position that I am seeking within the Virginia 4-H Cabinet, and I agree to carry out all of the duties of the office for which I am elected.*

*I have also read and understand the Virginia 4-H Code of Conduct and agree to abide by the stated provisions.*

\_\_\_\_\_  
Signature of 4-H Member

\_\_\_\_\_  
Date

### **Parent/Guardian Consent Statement**

*As parent/guardian of \_\_\_\_\_, I am aware of the duties and responsibilities he/she will incur if elected to the Virginia 4-H Cabinet. I will attempt to insure that he/she fulfills these duties and responsibilities and do hereby give my consent for her/him to serve if elected.*

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

### **Agent's Consent Statement**

*As an agent, I am aware that \_\_\_\_\_ is a candidate for the position of \_\_\_\_\_. I recommend this 4-H member for this position and feel that he/she is fully capable of serving responsibly in this position. I will read and pre-approve their candidate speech before it is presented to the Congress delegation.*

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date

(For Official Use Only)

#### **CERTIFICATION**

**Date this application was received:** \_\_\_\_\_

**Signature of State Election Chairperson:** \_\_\_\_\_

**Please return to:**  
**Lenah Nguyen, State Elections Chair**  
**4-H Extension Agent, Fauquier County**  
**24 Pelham Street**  
**Warrenton, VA 20186**  
**lgeer@vt.edu**