



4-H HORSE AMBASSADOR PROGRAM
Information and Application
2019-2020

**APPLICATIONS DUE BY EMAIL OR POSTMARK BY
JULY 31**

TABLE OF CONTENTS

Mission and Purpose	2
Eligibility.....	3
Advisor Support.....	3
Activities.....	3
Financial Support.....	5
Expectations of Ambassadors.....	6
Dress Code.....	8
Selection Process.....	9
Application.....	12
Additional Forms and Tentative Calendar.....	18

MISSION

The Virginia 4-H Horse Ambassador Program affords 4-H members the opportunity to demonstrate their skills in citizenship, leadership and public speaking as they travel around Virginia serving as advocates and spokespersons for the Virginia 4-H Horse Program at a variety of events and outreach activities. The function of this group is to help build the 4-H horse program in Virginia and to help its members increase their knowledge of the sport. This is a service organization for which it is an honor to be chosen and is only as strong as its participants.

PURPOSE, GOALS, OBJECTIVES

This ambassador program will provide a platform for 4-Hers to:

1. represent and give more visibility to 4-H and specifically the 4-H Horse program for public relations purposes at special events. Such events may be at state 4-H contests, public events, supporter functions, peer groups, 4-H groups, community service groups, schools and media contacts.
2. further develop their skills in leadership, public presentation, citizenship, community service, public relations and team building.
3. assist 4-H Extension agents with county-level programs, horse club promotion and/or horse club development as available.
4. develop relationships with past, present and future program donors, supporters and adult volunteers (in person and/or written form by way of invitations, thank you cards, etc).
5. continue participation, achievement and self-development within their 4-H club, county, district, state, regional and national levels as much as possible.
6. stay actively connected with the 4-H Horse program as they enter their collegiate years and further into adulthood.

ELIGIBILITY

1. Must be 15 years old by September 30, **2019** and no older than 19 by December 31, **2020**.
2. Must have at least one full year (12 months) of experience as a 4-H member in the Horse Program.
3. Must be currently enrolled in 4-H and currently participating in the 4-H Horse program.
4. Must be willing and able to take limited time off from school (3 – 5 days per school year) and commit to participating at designated outreach events. (see calendar on final page and inquire with Sandy Arnold if you have questions about what this might look like).
5. Must be willing to travel at own expense (attire requirements, food, travel, hotel, enrollment fees, etc) for a one year term from September 25, 2019 – September 25, 2020. (Occasionally reimbursements are provided if there is funding)
6. May serve up to two years. Second year applicants may re-apply using the short form.
7. All applicants must do a video Zoom online interview on either August 22 or 23. If candidate does not have access to a computer with video and internet accessibility, applicant is responsible for making arrangements with their Extension office, to do this interview on August 22 or 23. Applicants should request a test session by emailing Sandy Arnold at horse4h@vt.edu
8. If selected, candidate must be in attendance for **the Ambassador Introductions at the Opening Ceremonies Thursday night**, at the State Championship 4-H Horse and Pony Show in Lexington, VA **to be considered an Ambassador**.

ADVISOR SUPPORT

State Supervisors

Lead Advisor - Equine Ext. Program Associate, Youth - Sandy Arnold - horse4h@vt.edu
Equine Ext. Program Associate, Youth - Leona Ransdell - leonar@vt.edu

Ambassador Advisors

At-Large Advisor – Sam Leech, Rockingham Co. 4-H Ext. agent – spleech@vt.edu
Central District – Dillon Robinson, Lunenburg Co. 4-H Ext. agent – dillonr@vt.edu
Northern District – Krystal Williams, Fairfax Co. 4-H Ext. agent – Krystal.Williams@fairfaxcounty.gov
Southeast District – Krista Gustafson, Gloucester Co. 4-H Ext. agent – kqustaf@vt.edu
Southwest District – Lauren Kopp, Smyth Co. 4-H Ext. agent – lkopp@vt.edu

Adult Volunteer Representatives

(As selected by the District Advisors for their area)

Youth Mentor Advisors

Camryn Madagan, 4-H Alumni Adult Volunteer, Frederick County - cgmadagan1@gmail.com
Mattie Ruth Stanley, 4-H Alumni Adult Volunteer, Dickenson County – mrs7je@uvawise.edu
(Mentor Advisors serve as Ambassador coordinators at events, selected by Advisors. If interested in serving in this role please contact, Sandy Arnold)

ACTIVITIES

Kick-off Meeting via Online meeting (<https://virginiatech.zoom.us>) (required)

- Wednesday, October 2, 2019, 6:30-8:30pm (via Zoom Web)

Meetings and Trainings (2 of 3 required):

Online meeting (<https://virginiatech.zoom.us>) or in-person meetings

- Annual 4-H Symposium (in-person), October 25-27, 2019 (at VT, Blacksburg)
- Second Wednesday in January (via Zoom), January 8, 2020
- Summer Retreat, date TBD (tentatively mid-July)

State 4-H Horse Program Events - (2 out of 3 required – see established dates on the horse program [website PDF calendar](#). Sign ups via the CLOSED FACEBOOK GROUP.

- EquiSmartz (Spring)
 - Assist with awards and various volunteer positions as posted
 - Send thank you's to volunteers and sponsors
- State 4-H Championship Horse & Pony Show (**September 2020**)
 - Participate in the Opening Ceremony flag salutes – 3 may choose to ride their horses and hold the flags, one will lead the pledges. Congratulate new inductees.
 - Meet with VIP's and give tours (Sponsors, Legislators, Supervisors, etc)
 - Plan and help with the community service effort
 - Setting up and tear down of jumps, trail, gymkhana
 - Working the gate or ribbons at a ring for a period
 - Collect photos, videos, and testimonials of kids at the show and upload to a shared drive
 - Make a photo collage Thank You card or Video
 - Prior to show all will write invitations to VIP guests and your legislators
 - Sign special cards for Volunteers at the Volunteer desk
 - Write thank you's to sponsors and the some volunteers following the show
- State Fair 4-H Horse Show & VCE Promotional Booth (October)
 - Invite VIP's to attend
 - Mentor in positions for announcer and drill team scribe
 - Gate and ribbon assistance
 - Promotional booth and Education Station (hippology and horse judging)
 - Fundraising efforts for Ambassador Program
 - Write thank you's to volunteers and sponsors

Virginia Horse Council Partnership Events (not required but **highly** encouraged, as this is where youth will meet high profile equine industry leaders and legislators on a personal level)

- Youth Equine Legislative Day, Tuesday, Late Feb. TBD (selection process)
- Guest Speak at Annual Meeting held at the VA Horse Festival (volunteer or selection process)
- Children's Activity Table at Legislative Trail Ride, May TBD (volunteer)

Statement of Personal Goal Proposals (required)

Submit a **Statement of Personal Goal** online by Tuesday, October 30, 2019. Goals may be whatever the Ambassador's heart desires as long as it is in alignment with the purpose of supporting the State 4-H Horse Program. Seek your Advisor for guidance and leadership on creating a statement. Goals must be for activities and/or outreach beyond your own immediate club level. Proposals must be approved by the Advisors before you may move forward with plans. [Submit goals online here.](#)

Examples:

- "promoting the Horse program in area schools"
- "promoting the driving / jumper / trail discipline to grow classes at the state show"
- "teaching in two of the Intro to EquiSmartz programs"
- "promoting the program through several radio spots"
- "supporting teams in my District by teaching and promoting Horse Bowl"

Acceptable Outreach Events (in-person events; minimum of 3 total required)

- **Intro to EquiSmartz (a priority program)** Sponsored by the Ambassadors, this is the main focus group event for Ambassadors and any income generated from this program goes directly to the Ambassador funding. Ambassadors lead sessions in Hippology, Horse Bowl or Horse Judging. *It is requested that Ambassadors participate in at least their District Intro to EquiSmartz program.*
- 4-H Day at the Capitol (**highly encouraged** for all to attend! A fun day held in Richmond usually on the 3rd or 4th Tuesday in January. Horse Ambassadors visit legislators, attend tour/special guest speaker. Date usually announced in early December by the State 4-H Office with a rain date scheduled as well.
- District 4-H Qualifying Shows or Clinics (organizing, check-in, announcing, awards)
- District 4-H Contests (organizing, check-in, announcing, awards, judge if Eastern National competitor)
- 4-H Horse Clubs (other than your own club - promote contests, educate/train, guest speaker, assist leaders)
- Create promotional materials (posts for social media, videos for social media, flyers to be distributed via email) to encourage more participation at the state events with lower attendance such as the Communications Contests, Ranch Show, Drill Team, Project / Portfolio entries at the State Show, etc.
- Assist with Horse Program Newsletter content.
- Unit / Out of Unit 4-H event (awards emcee, guest speaker or teacher)
- County Fairs (4-H Horse Program promo booth, announcer at event/contest, PR broadcast)
- School or Parks & Recreation (career days, special event promo booth, greeter)
- Equine Organizations (4-H promotional guest speaker or educational table)
- Equine Expos (4-H promo booth or educational table, PR announcements)
- Meet directly with your Legislator at his/her home office, discuss the 4-H Horse Program and get photo, individually or with an organized small group

See the tentative calendar of activities based on the prior year's calendar (attached at end of this document). We encourage you to take up every effort to participate in events as they arise. Ambassadors are the hands and feet of the

program and represent in a wide variety of outreach opportunities as called upon outside of our organization. We are so proud of our Ambassador's enthusiasm to rise to these added occasions, such as the Legacy Awards, VHIB and VHC events.

Social Media and Individual Contacts (expected but not required)

- Post per requests by Advisors to help promote events and campaigns. Your voice and testimony is much more powerful as a youth leader than adult Advisors!
- The type of social media posts encouraged would be personal testimonies of the 4-H Horse Program or that of an educational nature, drawing attention to the 4-H horse program. For example, post a fact on the horse program Facebook page with a fact such as “Did you know a Grulla is a Black Dun” (interesting facts), include a photo of such a color. This could also be a lead into news of EquiSmartz or other 4-H horse programs.
- Individual Contacts are those which promote the 4-H program through conversations to non-4-H members in an informal setting (not an outreach event), sharing your story on a personal level and providing contact information for further investigation of the program.

FINANCIAL SUPPORT

We have been fortunate to have funding of a grant from the Virginia Horse Industry Board which we use to cover some lodging, attire, and Symposium fees. Personal ambassador expenses will include travel, lodging, meals, and personal ambassador attire. Ambassadors will be expected to cover their own costs in this program, however the Horse Program will cover some meals and hotel expenses as deemed appropriate and may cover the cost of Ambassador embroidered shirts and t-shirts. A priority will be given to ambassador reimbursements if additional funding is available within their term for lodging expenses, so save your receipts and inquire further. It is recommended that ambassadors seek additional financial support from their County 4-H Leader Advisory Association or the Extension Leadership Council, with the help of their Extension agent. Tractor Supply Funds may also be used for activities associated with being an Ambassador, however this is a Unit-level funding source. Ask your Extension agent if this is available to you.

EXPECTATIONS OF AMBASSADORS

BEHAVIOR AND CONDUCT

- **Please be sure to review the CODE OF CONDUCT. AMBASSADORS ARE EXPECTED TO BEHAVE WITH A HIGHER STANDARD AND SHOULD ACT AS SUCH. Attitudes will not be tolerated, team work is a must, encouraging and lifting one another up is a must. Good Sportsmanship is a must. Care of your horse at events is a priority and your stalls and tack rooms must be kept tidy and clean – everyone is watching how you handle the care of your horse, good sportsmanship, and a workload that may have**

more than the average member. Encouraging others to participate voluntarily in cleanup, pickup, tear down, setup – the hard work, will only happen if you are doing these things and leading by example.

- **Social Media:** Ambassadors are the face of the Horse Program. Do not post any negative or hurtful comments about anything or anyone at any time! Post only positive news and words of encouragement. Ambassadors must present themselves as 4-H role models in social media. This means that ambassadors will spend time reviewing their digital footprint and removing images and statements which do not reflect favorably on themselves, their peers or the 4-H program in general. Ambassadors should know that use of foul language and expressions of support for illegal activity including underage alcohol and/or substance use within the social media context will not be tolerated, and if proof of such content is produced, individuals may be removed from the program. Similarly, Ambassadors who engage in online bullying may be removed from the program. Your digital footprint matters. Keep posts positive. Leave a legacy that will make you, your family, and the 4-H program proud. If you have any such postings in your any of your social media, private accounts or otherwise, now would be a very good time to scrub and delete it, before applying to become an Ambassador.
- Represent the needs and interests of Virginia 4-H youth - ambassadors must maintain a high standard of personal conduct and should act as positive role models for other 4-H members.
- Positively represent and promote 4-H at the local, district, and state levels. Serve as leaders and demonstrate the best that 4-H has to offer through your words, actions, personal appearance and adherence to the Code of Conduct.
- Come to all meetings well-groomed and dressed appropriately. Brush your hair and practice good hygiene. Pull your hair back when appropriate. Ladies may wear makeup conservatively, if they choose to do so. Other than two ear piercings, no other body piercings or tattoos may be exhibited.
- Be prepared to develop a collaborative relationship with youth and adults. Together, we will work toward establishing youth-adult partnerships.
- Be prepared to laugh, to share ideas, to discuss your positions and perspectives, to give and receive constructive criticism, to develop friendships, and to make a difference in the lives of others.
- You are the voice of 4-H and for 4-H'ers across Virginia. In this role you may be called upon to speak on behalf of 4-H before a variety of audiences including local, district, state and out-of-state events. Preparing an outline for your speech or presentation is crucial to your success. Seek advice from your District Advisor to review the content of your presentation or speech.

- Keep your District Advisor informed of your outreach activities before they happen. Work closely with your advisor to assist you in preparing presentations, media contacts and letters. Report to your Advisor on your Personal Goals and an action plan to implement these goals.
- Always put your best foot forward. The manner in which you dress, talk and act are very important when you are serving as an Ambassador. At shows and events, you might be on your feet for up to nine hours a day with a strenuous schedule. Make sure you are well rested before the event and eat properly so that you don't get tired and irritable. Although we all get tired at these events, always do your best to be cheerful and ready to respond positively to everyone.
- You are expected to be on time, so plan to be early to all events. Respond promptly to phone and email inquiries. It is very important that you send thank you notes immediately following an event.
- For the duration of an event or meeting, your advisors will be your guardians/chaperones. You will respect these adults and honor the boundaries set. Curfews will be set and enforced.
- You will not be allowed to drive other youth in your vehicle while the event is in session.
- If your parents want to travel to any of the events in which you are participating, they will be responsible for their own expenses and making their own travel arrangements and reservations.
- Ambassadors serve at the will and pleasure of the 4-H Horse Program and can be removed for misconduct, not meeting requirements, or not following the rules.
- It is with this list of expectations that you will be making an impression on your Advisors and leaders around you. You may want to call on Advisors, Extension agents, and Club Leaders for Letters of Recommendation in the near future, so do your best to put your best foot forward in all that you do!

ATTENDANCE

- **Attendance is required at the induction ceremony conducted during State 4-H Championship 4-H Horse & Pony Show on Thursday evening.** All successful candidates are required to participate in a group photo following the ceremony.
- Must attend the Kick-off meeting and **two** additional ambassador meetings during your one-year term. In other words, *you must commit yourself to this leadership and service opportunity.*
- Ambassadors will have a duty to promote and be involved in all facets of the Virginia 4-H Horse Program, particularly at the state level events. Therefore,

ambassadors, must attend **two** of three state events for the majority of the event time as needed. (EquiSmartz, State 4-H Championship Show, State 4-H Fair Horse Show).

- At minimum, participate in **three** 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 and the horse program. Examples are listed in the above *Acceptable Outreach Activities*.
- Ambassadors are responsible for their own travel to and from meetings and outreach events.
- Meetings are a priority – there are only two Zoom meeting per year. Please save the date and time on your calendar and make this a priority, around your sports, other meetings, etc. With advance notice to others, all will understand and appreciate your organized efforts and that this position is important to you. If, for some extenuating circumstance beyond your control, you cannot attend a meeting, you must notify the Lead Advisor - Sandy Arnold email: horse4h@vt.edu or by phone 703-201-4322 and their District Advisor.
- Any ambassador who misses the **required** meetings or events will be removed from the roster and may not apply for this position in following years, without written permission from the Lead Advisor and their District Advisor.
- Being an ambassador is a great honor. With this honor comes accountability, honesty and personal responsibility, demonstrating the best that 4-H has to offer. As 4-Hers we strive to represent the six pillars of Character Counts - Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.

TERM OF OFFICE

One full year beginning and ending on September 25.

OBLIGATIONS & REQUIREMENTS

- Meetings / Trainings are obligatory; however, two attendances are required.
- Two out of three State 4-H Horse program events are required
- A minimum of three outreach events are required – outreach is defined as “outside of your immediate club”
- Social media posts and individual contacts are encouraged.
- Write letters of invitations and thank you’s to sponsors, legislators, and volunteers, when asked, and mail on your own. Take pictures of letters.
- [Log your outreach events, social media post and contacts here.](#)
- Log your Statement of Personal Goal by Oct. 30. [Submit goals online here.](#)
- ALWAYS REPLY TO EMAILS FROM SANDY OR YOUR DISTRICT ADVISOR with a minimum of “got it”
- Participate in group efforts – for example, deciding on the Community Service collection project for the State Show, t-shirt design, fundraising efforts, etc.

COMMUNICATION

RSVP's are required for every meeting scheduled and it is expected that you will respond quickly without follow-up by a reminder. You must also communicate directly with your District Advisor on the activities and outreaches you plan to attend. Always reply to emails, even if it is a "got it" so we know you have the emails. Communicate your needs for events (i.e., brochures, business cards, promotional materials) well in advance of the event. As an Ambassador, you will be invited to a **closed Ambassador Facebook** group for notifications, conversations amongst our group, and sign-ups.

DRESS CODE

All ambassadors are expected to purchase their own attire which agrees with the specified Ambassador uniform. The 4-H program will provide a VA 4-H pin, a green tie for the gentlemen, and a matching green scarf for the ladies. The oxford shirts, ties and scarves will be covered by the VHIB grant.

Uniform dress is required at all outreach events, but not required at ambassador meetings / trainings. Informal attire is expected at shows, all-day events and contests, club meetings, etc. Business attire is expected when visiting with legislators, at awards banquets, being a special guest speaker, special presentations, etc.

Informal attire events (state events, horse shows, contests, etc.):

- VT maroon, long-sleeved oxford collared shirt (ordered by the advisors), tucked in pants (no shirt tails out)
- Dark blue jeans or Khaki pants, boots or brown shoes, brown belt
- VA 4-H pin (provided by 4-H Horse program) and name tag

Business attire events (awards banquets, guest speaking, meeting legislators, etc.):

- White shirt or blouse
- Blue blazer
- Solid green tie for men, scarf for ladies (provided by 4-H Horse program) – Google YouTube for ideas on how to wear your scarf – each person may wear it differently around her neck.
- Men: khaki or blue pants, belt, polished shoes or boots
- Ladies: (khaki or blue) pants with polished boots or skirt with dress shoes
- VA 4-H pin (provided by 4-H Horse program) and name tag

Ambassadors are expected to dress in a manner befitting young men and women. Modesty, neatness, well-groomed and practicality will be the guiding principles. Cleanliness and good hygiene are a must. Ambassadors are to have no visible tattoos and no body piercing except for females which are limited to two earrings. For formal events, shirts and blazers should be cleaned and pressed and ready to wear at appropriate occasions. Jewelry and makeup must be kept to a minimum. Hair must be brushed and tidy.

When uniform attire is not required, ambassadors are not to wear torn (intentional or otherwise) or sloppy clothing. Tank tops, muscle shirts, bare midriffs, low necklines, sundresses, and tight or otherwise revealing clothing will not be allowed. This applies to all spandex fashions. T-shirts with negative, outlandish, disrespectful messages or pictures will not be allowed. Ambassadors may wear shorts and skirts of **modest** style

and length. Shorts, skorts and skirts may be no shorter than 3" above the knee. Jeans and casual dress slacks are preferred. Both men's and women's shirt tails should be tucked in. Footwear – clean, neat, shined and appropriate. No flip flops. When in the presence of horses, you must wear boots.

When serving as an ambassador, you need to remember that you are representing the 4-H Horse Program youth to the public and it's important to make the best impression possible.

SELECTION PROCESS

1. Complete the Ambassador Application with all required signatures and additional forms, mailed on or before the postmark deadline.
2. Interviews will be conducted by a panel of ambassador advisors on August 22 or 23 with video conferencing on Zoom. Please indicate which date works best for you and the time range you are available. **Be dressed and presented in business attire with no background distractions visually or audibly, to the best of your ability and control. Plan ahead.** You will need a computer with video capabilities, and internet access. If you do not have this at home, inquire with your Extension agent for assistance with this. If you need a test session, schedule an appointment with Sandy Arnold no later than August 8, to test between August 8 and 16. The interview will be conducted with a personal link provided to you no later than August 21 with <https://virginiatech.zoom.us/>
3. During the interview, participants will have opportunities to demonstrate individual character, personal appearance and attire selection, poise, manners, demeanor and speaking skills.
4. Youth will also be evaluated on:
 - General equine knowledge and the Virginia 4-H Horse program
 - Overall 4-H participation, leadership, public speaking skills, club involvement and community service
 - Personal 4-H Horse Program participation
 - Application completion: neatness, thoroughness, and ability to express heart and desire to serve in the program.
5. A limited number of teens, no more than 12, from across the state will be selected, ideally with three from each District.
6. Applicants must be willing and able to take limited time off from school (three to five days per school year) if selected and agree to serve for the required duties.
7. Ambassadors choosing to serve a second consecutive year, may re-apply with the short form and must also do the Zoom interview.
8. **Candidates will be notified of their selection status by August 28. Selected candidates must attend the Ambassador Introductions at the Opening Ceremony at the State 4-H Championship Horse & Pony Show on Thursday, September 13, 2019 to serve as an Ambassador and be present for a group photo immediately following.**

Virginia 4-H Horse Ambassador Program Application

Deadline: Postmark or email by midnight, July 31, 2019.

Instructions: Complete this application and "Save As"
Ambassador_YourLastName.PDF
include additional documents: signed agreement form, Media Release form, Code of
Conduct form and Equine Waiver form
and email (preferred) all to Sandy Arnold at horse4h@vt.edu or mail to:
Sandy Arnold, Youth Equine Extension Associate
VT MARE Center, 5527 Sullivans Mill Road
Middleburg, VA 20117

**Your Zoom interview will be scheduled for August 22 or 23.
Candidates will be notified of their selection status by August 28.
Selected candidates must attend the Ambassador Introductions at the Opening
Ceremony at the State 4-H Championship Horse & Pony Show on Thursday,
September 13, 2019 to serve as an Ambassador and be present for a group photo
immediately following.**

Questions? Contact Sandy Arnold by e-mail: horse4h@vt.edu
or by phone: 703-201-4322

Name: _____

Address: _____

Best Date and Time for Zoom Interview: _____

City/State/Zip: _____ E-mail: _____

Phone Number: (Home) _____ (Cell) _____

Unit (County or City): _____ Ext. Agent: _____

4-H Club: _____ Leader: _____

Date of Birth: _____ Age as of September 30, 2019: _____

Year in School or College: _____

School or College attending: _____

Month & Year of High School Graduation: _____

Years in 4-H: _____ If 4-H All Star, year tapped: _____

Shirt Size: (Oxford style button up shirt) _____ T-Shirt Size: _____

Which state level event(s) have you participated?

_____ EquiSmartz _____ State 4-H Championship Horse & Pony Show

_____ State Fair 4-H Horse Show

Have you participated at Southern Regionals? If yes, please give details:

Have you participated at Eastern National Roundup? If yes, please give details:

Questionnaire

The following is a list of questions about your 4-H horse project activities, other 4-H activities, and community and school involvement. Fill out to the best of your ability. You might not have activities to list under some questions. Be sure to include your experiences in citizenship, leadership, and public speaking. Examples of information should include but are not limited to: 4-H horse program experience (camps, competitions, training), school activities (clubs, sports), church activities, civic activities, community service, etc.

Participation in other **competitive events and activities** in the 4-H Program:

Participation in competitive **non 4-H horse program** equine events: (Example: breed shows, recognized shows, schooling shows)

Offices, committee positions, or leadership roles held in 4-H Clubs:

Offices, committee positions, or leadership roles held in **non-4-H** Clubs/Groups:

Have you attended an equine expo event? If yes, name which one(s) and give your impressions:

Have you helped with fundraising for your club or another an organization? If yes, please explain how:

Have you recruited new members into the 4-H horse program? If yes, please explain:

Have you written a news article about the 4-H horse program or promoted it in some fashion through media? If yes, explain:

List any honors or awards and scholarships you have received (4-H **and** other):

Discussion

Please answer the following questions. You may add additional pages if necessary, but please keep your answers brief.

What has 4-H taught me?

How has 4-H helped me?

How I would like to promote the Virginia 4-H Horse Program:

4-H Horse Program Ambassador Agreement Form

I have read and reviewed the "Virginia 4-H Horse Ambassador Program Information and Application Packet" and I am willing to make the Ambassador Program a priority and devote the time required, communicate with my advisors, and fulfill the obligations set forth. I will be active in my club and county 4-H program as well as maintain a good standing in school during my service as a Virginia 4-H Horse Ambassador. Further, I am willing to conduct myself in the highest standards expected of an Ambassador and will adhere to the Code of Conduct, the values set forth in Character Counts and the ambassador expectations listed in this packet.

Applicant's Signature

_____ Date

We (I) understand that our (my) son/daughter wishes to serve as a Virginia 4-H Horse Ambassador. We (I) will support him/her in fulfilling the responsibilities should he/she be selected. We (I) understand that this is a time and financial commitment. There will be training weekends and costs of meals and lodging. Financial costs will be kept as low as possible. The horse program will offset costs whenever possible.

Parent/Guardian Signature

_____ Date

We certify that the above named 4-H'er is enrolled, active, and in good standing in our 4-H horse club and county 4-H program. We support his/her application for the position of Virginia 4-H Horse Ambassador.

4-H Club Leader Signature

_____ Date

Extension Agent Signature

_____ Date

**I have signed the following forms and they are up to date at 4honline.com:
If online – no paper copy is needed to be submitted.**

- [Media Release \(http://www.pubs.ext.vt.edu/388/388-054/388-054-PDF.pdf\)](http://www.pubs.ext.vt.edu/388/388-054/388-054-PDF.pdf)
- [Code of Conduct \(http://www.pubs.ext.vt.edu/4-H/4H-164/4H-164-pdf.pdf\)](http://www.pubs.ext.vt.edu/4-H/4H-164/4H-164-pdf.pdf)
- [Equine Waiver \(http://www.pubs.ext.vt.edu/388/388-035/388-035-PDF.pdf\)](http://www.pubs.ext.vt.edu/388/388-035/388-035-PDF.pdf)

Virginia 4-H Horse Ambassador Program 2nd Year Short Form Application

**----ONLY COMPLETE IF YOU ARE
APPLYING FOR THE SECOND YEAR---**

(deadline: July 31, 2019)

Instructions: Complete this application and "Save As"
Ambassador_YourLastName.PDF

Applicant must be enrolled in 4honline.com with all proper forms signed and up to date.
Email form to Sandy Arnold at horse4h@vt.edu

Candidates will be notified of their selection status by August 28.

Selected candidates must attend the Ambassador Introductions at the Opening Ceremony at the State 4-H Championship Horse & Pony Show on Thursday, September 13, 2019 to serve as an Ambassador and be present for a group photo immediately following.

Questions? Contact Sandy Arnold by e-mail: horse4h@vt.edu
or by phone: 703-201-4322

Name: _____

Address: _____

Best Date and Time for Zoom Interview: _____

E-mail: _____ Phone (cell): _____

Unit (County or City): _____

4-H Club: _____

Year in School or College: _____ Date of birth: _____

School or College attending: _____

Month & Year of High School Graduation: _____

Years in 4-H: _____ If 4-H All Star, year tapped: _____ T-Shirt Size: _____

List 4-H and non-4-H Leadership positions, Activities and Awards Achieved in past year:

4-H Horse Program Ambassador Agreement Form
Virginia 4-H Horse Ambassador Program 2nd Year Short Form Application
----ONLY COMPLETE IF YOU ARE APPLYING FOR THE SECOND YEAR---

I have read and reviewed the “Virginia 4-H Horse Ambassador Program Information and Application Packet” and I am willing to make the Ambassador Program a priority and devote the time required, communicate with my advisors, and fulfill the obligations set forth. I will be active in my club and county 4-H program as well as maintain a good standing in school during my service as a Virginia 4-H Horse Ambassador. Further, I am willing to conduct myself in the highest standards expected of an Ambassador and will adhere to the Code of Conduct, the values set forth in Character Counts and the ambassador expectations listed in this packet.

Applicant’s Signature

_____ Date

We (I) understand that our (my) son/daughter wishes to serve as a Virginia 4-H Horse Ambassador. We (I) will support him/her in fulfilling the responsibilities should he/she be selected. We (I) understand that this is a time and financial commitment. There will be training weekends and costs of meals and lodging. Financial costs will be kept as low as possible. The horse program will offset costs whenever possible.

Parent/Guardian Signature

_____ Date

We certify that the above named 4-H'er is enrolled, active, and in good standing in our 4-H horse club and county 4-H program. We support his/her application for the position of Virginia 4-H Horse Ambassador.

4-H Club Leader Signature

_____ Date

Extension Agent Signature

_____ Date

I have signed the following forms and they are up to date at 4honline.com:

If online – no paper copy is needed to be submitted.

- [Media Release \(http://www.pubs.ext.vt.edu/388/388-054/388-054-PDF.pdf\)](http://www.pubs.ext.vt.edu/388/388-054/388-054-PDF.pdf)
- [Code of Conduct \(http://www.pubs.ext.vt.edu/4-H/4H-164/4H-164-pdf.pdf\)](http://www.pubs.ext.vt.edu/4-H/4H-164/4H-164-pdf.pdf)
- [Equine Waiver \(http://www.pubs.ext.vt.edu/388/388-035/388-035-PDF.pdf\)](http://www.pubs.ext.vt.edu/388/388-035/388-035-PDF.pdf)

2019-2020 4-H Horse Program Ambassador Calendar

Date	Event	Location	Activity / Notes	Attire	Cost
Sept. 25	Ambassador Term Begins				
Oct. (first week)	National 4-H Week	Social media and locally	Promote horse program		
Oct. 2	Required Kick-off Ambassador Meeting	Zoom Web	Link to be sent prior to meeting. Meeting is 6:30-8:30pm. Set date for T-shirt design deadline		
Oct. 4-6	State Fair 4-H Horse Show & VCE Exhibit	Doswell, VA	Sign up on Facebook group for ONE FULL DAY or TWO half days. Positions: potentially assist at Hippology contest, assist judges, show sec, announcing, gates, ribbons, 4-H horse program tent, and work possible VCE exhibit). Inquire with your County Extension agent to request funding from the Tractor Supply funds or possible scholarships available at the County level from the Extension Leadership Council, etc.	Informal attire	Cost: minimal, \$50 or less.
Nov.	Attire Orders Due	postmarked	Send payment and order form. Inquire with your County Extension agent for possible scholarships available at the County level from the Extension Leadership Council, etc. Some attire may be covered if Grant funding is available.		Cost: \$40 – jacket, \$25 – for oxford, \$24 – polo
Oct. 25-27, 2019	4-H Symposium – Ambassador Training	TBD	See page 3 of requirements. The Ambassador program covers program expenses <i>above</i> the \$125 per participant. Teen training, guest speaker and team work activities. Inquire with your County Extension agent to request funding from the Tractor Supply funds or possible scholarships available at the County level from the Extension Leadership Council, etc.	Per Agenda	Cost: \$125 per participant covers lodging and food
Oct. – Dec.	Intro to EquiSmartz	One per District	Teach Hippology, Horse Bowl, or Horse Judging to beginners	Informal attire	Cost: travel
Jan. 8	Required Ambassador Zoom Web mtg	Zoom Web	Link to be sent prior to meeting, 6:30-8:30pm		
Jan. TBD	Agribusiness Banquet	Per invitation	We may be invited to represent the VA 4-H Horse Program at a special dinner banquet for agricultural businesses and organization	Formal attire	Cost: travel Hotel: inquire for those over 3 hour drive away
Jan. TBD	Application due for Youth Equine Appreciate Day		Submit by email – app sent in email		
Jan. 18	Horse Program End of Year Banquet		Volunteer to support, setup, and present awards.	Formal attire	Cost: banquet cost, travel, and room
Jan. TBD	4-H Day at the State Capitol (note inclement weather date of Feb. TBD)	Richmond, VA	Tentative: 9am arrival, Meet legislators in AM, Group photo 11am, special group tour PM, depart 3pm. Lunch covered by Ambassador program, possible lodging coverage for those coming several hours away.	Formal attire	Cost: travel Hotel: inquire for those over 3 hour drive away
Feb. TBD	Youth Equine Appreciation Day (application due Jan. TBD)	Richmond, VA	One Ambassador is selected to represent the 4-H Horse program. Apply to be selected. Meet and greet legislators and talk to them about the Virginia Equine Industry. Event sponsored by the VHC.	Formal attire	Cost: travel. Coverage Hotel: inquire

			Lunch covered by Ambassador program, possible lodging for those coming several hours away		
January - April	District Contests		Volunteer to be room chair or Emcee at Awards for your District Contests (all counties convene for presentations, share the fun, and other contests, used to qualify for 4-H Congress)	Informal attire	Cost: travel
March TBD (usually 2 nd or 3 rd Tues)	National 4-H Legacy Awards	Washington, D.C.	TENTATIVE – WE HAVE TO BE INVITED. Activity: mentor with professionals as bloggers, photographers, and social media representatives. Meet and greet celebrities and Award winners. Arrive approx. 3pm, ends approx. 10pm. Dinner, parking and lodging coverage for those coming several hours away. Event is 6-9:30pm	Formal attire	Cost: travel Hotel: inquire
March 20-22 tentatively	EquiSmartz	Lexington, VA	Positions (sign up on FB): speak at annual VHC meeting, assist in VT Knowledge Center and EquiSmartz roles (awards, group leaders, announcing, etc). Hospitality (food) available for Ambassadors on day of volunteering. One night lodging covered if helping for 2 full days.	Informal attire	Cost: travel and meals. Hotel: inquire
Early May TBD	EquiSmartz Communication Contest	VHF, Doswell, VA	All day 9-5 event. Will need some assistance with ½ day room chairing and check-in. You can also come and compete!	Informal attire	Cost: travel
Mid May TBD	Legislative Trail Ride hosted by the VHC	Shenandoah Crossing Resort, Gordonsville, VA	Lunch provided at noon. Ambassadors work at Craft Table from 1-4pm approximately on a Saturday. Usually hosted at an historic location where a small trail ride can be offered to legislators and their families. Ambassadors help at craft table and talk to legislator families and enjoy conversations. This is NOT a trail ride for us. It is a fun relaxing weekend for Legislators and their families, which includes the opportunity for them to go on trail ride.	Informal attire	Cost: travel
*May 21-26, 2020	Wyoming Trip – Learn about the Ranching Lifestyle	Near Laramie, WY	*TENTATIVE EVENT if numbers warrant attendance. Not a required trip, but a great opportunity to travel with your peers and learn about the Ranching Lifestyle in Wyoming! Each District is encouraged to fundraise for the costs including travel and airfare. Final payment of \$1,364.45 per person for Ranch Lodging is due April 21, 2020 with 20 participants. Firm commitments will be required by the Kick-off meeting and deposits will be due mid-October. NOTE: With fewer than 20 participants, price may be 10% higher.	Informal attire	Cost: Deposit of \$525 mid-October 2019.
Spring through early July	Help at your District Show / Clinic	Your District, VA	Announcing, ribbons, gate, scribing, assisting show secretary, cleanup, setup, meet and greet. SEE DATES ON 4-H HORSE PROGRAM PDF CALENDAR AS IT IS UPDATED W/ DATES BEGINNING MID JANUARY	Informal attire	Cost: travel and meals
June 22-25	4-H Congress	Blacksburg, VA	Help Sandy and/or Leona teach equine classes to those attending 4-H Congress. . Inquire with your County Extension agent to request funding from the Tractor Supply funds or possible scholarships available at the County level from the Extension Leadership Council, etc.	Informal attire	Cost: 4-H Congress enrollment, meals, travel

July 11-13 <i>Tentatively</i>	DC Field Trip (Sat PM – Monday afternoon)	Front Royal, VA and Washington, D.C.	2 day tour - scheduled during the week as legislator's offices are only open during the week. Special tour of Washington D.C. Capitol, Legislators, special agriculture offices, special guest speakers in the Agriculture. Wear appropriate walking shoes. Overnight will be at NOVA 4-H Center Sunday night with a leadership training on Sunday. The leadership program will begin at 9am, so some may want to come in on Sat night for lodging. Parents may stay over at their cost and tour the area for the weekend. Ambassadors will travel to DC Monday morning and tentatively meet up with rides in Gainesville, VA late afternoon.	Formal attire in DC, modified. Casual attire at 4-H Center	Cost: travel, minimal cost on lodging and meals we will use any funding that we have to cover expenses.
August TBD (1 st week of Aug usually)	Southern Regionals	Perry, GA	Work with Sandy and Leona before or after your contest obligations. Ambassador not competing may have the option to stay extra days to volunteer. Days are long so expect to work 12-14 hour days volunteering but it is a LOT of fun and you get to meet a LOT of people.	Informal attire	Cost: inquire
Sept. TBD	State 4-H Championship Horse Show	Lexington, VA	PR with VIP Guests, TV Coverage, Social Media posts, head up a community service campaign, Cloverbud Camp, educational contest support, assisting judges, announcing etc.	Informal attire	Cost: travel, lodging, meals on your own
Before Sept. 25	Write Thank You's		Write thank you's to sponsors and volunteers that made an impact on your term and for the 4-H horse program. Text photo copies of your thank you letters to Sandy and then mail to respective address.		Postage and Stationary

CHECK OUR WEBSITE FOR UP-TO-DATE DISTRICT SHOWS AND CONTESTS

https://ext.vt.edu/content/dam/ext_vt_edu/topics/4h-youth/horse/calendar-of-events.pdf