



2018-2019

Responsibilities, Qualifications, and Election Procedures for the Virginia 4-H Cabinet

(Officers and Ambassadors)



4-H is in our Roots
Congress 2018



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2018-2019 State 4-H Cabinet Elections Highlights

1. In alignment with the United States national elections procedures, the State 4-H Cabinet Officers will be elected through the electoral process. This process is parallel to the national 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, 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 to submit to Mellissa Breen at the State 4-H Office (msbreen@vt.edu) by May 14^h. 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 State 4-H Elections Chair, Corissa Vanden Hoek (wcorissa@vt.edu) by May 14th.
6. **4-H Agents/Leaders will share the video links with teens attending Congress from their Unit.** Sharing the videos is the only expectation of Agents prior to Congress. 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 28th.
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.**



2018-2019 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.
- Prepare and submit a two-minute video to the State 4-H Office by May 14, 2018. 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 3-5, 2018 at Airfield 4-H Educational Center, November 9-11, 2018 at Virginia Tech, January/February in Richmond, VA (exact date to be determined), and May 17-19, 2019 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 2019 State 4-H Congress, June 17-20. Officers are also strongly encouraged to attend Intermediate 4-H Congress 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, 2018.
- 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 State of Virginia.
- IV. Those elected to the 2018-2019 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 normally four sessions during the year. These **meetings are set for** August 3-5, 2017 at Airfield 4-H Educational Center, November 9-11, 2018 at Virginia Tech, January/February in Richmond, VA (exact date to be determined), and May 17-19, 2019 at the Northern VA 4-H Center. Lodging and most meal expenses are paid by the Virginia 4-H Foundation. Members are responsible for their travel to and from meetings.
- VI. 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 prior to the meeting date. **Officers and Ambassadors missing TWO Cabinet planning sessions will be automatically dismissed.**
- VII. Successful candidates for Cabinet positions must participate in the officer installation ceremony conducted during State 4-H Congress.
- VIII. 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 participant 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.
- IX. 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.**

- X. 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.
- XI. The same rules and regulations that pertain to other Congress delegates will apply to all Cabinet members.
- XII. 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.
- XIII. 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 Intermediate 4-H Congress.
- 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 Intermediate 4-H Congress.



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 Intermediate 4-H Congress.

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. Duties include:
 - A. Promote Congress and Virginia 4-H through a variety of media.
- 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 Intermediate 4-H Congress.



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. (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. (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. (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. Previous experience serving as a secretary for another club, organization, etc.

D. Reporter/Historian

1. Previous experience serving as an officer in an organization, association, school group, church groups, etc. (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). Please send electronically, via email to Corissa Vanden Hoek at wcorissa@vt.edu by May 14th. If you don't have access to email please contact your local Extension Agent for assistance.
 2. **Recent photograph** (preferably wallet sized). It is preferred that the photo be sent electronically, via email to Corissa Vanden Hoek at wcorissa@vt.edu by May 14th. If you don't have access to email please contact your local Extension Agent for assistance.
 3. Completed & Signed 4-H Media Release/Health History (contact your local Extension Office for a copy of the Health History Form which includes the Media Release) or download a copy from the following URL http://www.4-h.ext.vt.edu/forms/388_906.pdf
 4. **Video**. Prepare and submit a two minute video (Make sure your video is in one of the following formats .mp4, .mov. or .wmv and at least 640 pixels wide. You may upload them to <http://www.minus.com> you can either copy the Shortlink from the box in the upper right and send that link to msbreen@vt.edu, or you can enter an email of your choice into the "Send to Friend" field at the bottom of the page) send all videos to Mellissa Breen (msbreen@vt.edu) at the State 4-H Office by May 14, 2018. 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 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 14, 2018** 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.** (Videos sent separately to Melissa Breen)

Corissa Vanden Hoek, State Elections Chair
4-H Extension Agent – Nelson County
8445 Thomas Nelson Hwy
Lovingston, VA 22949
wcorissa@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 14, 2018 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 read their own district ambassador or state-officer speech. If a candidate is unable to be present and/or unable to read 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 26 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 (51%).
- 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 25, 2018.

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 28.

- A. On Thursday morning, June 28, 2018, 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.**



2018-2019 Responsibilities, Qualifications, and Election Procedures for the Virginia 4-H Cabinet (Officers and Ambassadors)

2018 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 2016-17 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	6
Amherst	13
Appomattox	15
Bedford	4
Brunswick	12
Buckingham	19
Campbell	34
Charlotte	13
Cumberland	8
Danville	45
Dinwiddie	4
Franklin	7
Goochland	7
Greensville/Emporia	14
Halifax	21
Henry/Martinsville	50
Lunenburg	3
Lynchburg	25
Mecklenburg	17
Nelson	8
Nottoway	9
Patrick	18
Pittsylvania	16
Powhatan	8
Prince Edward	14

NORTHERN DISTRICT	ELECTORAL VOTES
Albemarle	32
Alexandria	13
Arlington	7
Augusta	11
Bath	4
Caroline	15
Clarke	8
Culpeper	30
Fairfax	6
Fauquier	32
Fluvanna	17
Frederick	21
Greene	14
Highland	4
King George	12
Loudoun	50
Louisa	14
Madison	8
Orange	20
Page	19
Prince William	50
Rappahannock	10
Rockbridge	6
Rockingham	24
Shenandoah	8
Spotsylvania	37
Stafford	28
Warren	8

SOUTHWEST DISTRICT	ELECTORAL VOTES
Alleghany	18
Bland	9
Botetourt	50
Buchanan	16
Carroll	16
Craig	3
Dickenson	13
Floyd	8
Giles	6
Grayson	10
Lee	11
Montgomery	26
Pulaski	14
Roanoke	25
Russell	9
Scott	18
Smyth	18
Tazewell	30
Washington	50
Wise	27
Wythe	14

SOUTHEAST DISTRICT	ELECTORAL VOTES
Accomack	13
Charles City	6
Chesapeake	50
Chesterfield	11
Essex	7
Gloucester	30
Hampton	15
Hanover	5
Henrico	19
Isle of Wight	4
James City	6
King & Queen	3
King William	4
Lancaster	8
Mathews	4
Middlesex	3
New Kent	10
Newport News	3
Norfolk	21
Northampton	6
Northumberland	6
Petersburg	13
Portsmouth	5
Prince George	22
Richmond City	50
Richmond County	13
Southampton	4
Suffolk	4
Surry	6
Sussex	3
Virginia Beach	28
Westmoreland	14
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 emailed/mailed to Corissa Vanden Hoek, (State Elections Chair), 4-H Extension Agent, Nelson County, 8445 Thomas Nelson Hwy, Lovingston, VA 22949 (wcorissa@vt.edu). Must be received by 5:00 PM on May 14, 2018. Please email pages 1 and 2 of this application and your photo to wcorissa@vt.edu. Please mail page 3, the signature page, to Corissa Vanden Hoek at the address listed above. Please email your video to Mellissa Breen, msbreen@vt.edu.

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:
Corissa Vanden Hoek, State Elections Chair
4-H Extension Agent, Nelson County
8445 Thomas Nelson Hwy
Lovingson, VA 22949
wcorissa@vt.edu**