



2010 – 2011 4-H State Ambassador Team Application

Due March 26, 2010



The California 4-H State Ambassador Program is a working honor that provides 4-H members expanded opportunities to serve the University of California 4-H Youth Development Program. The 4-H State Ambassador position is one of the highest service opportunities and recognition attainable in the University of California 4-H Youth Development Program. 4-H State Ambassadors are youth who have excelled in the areas of leadership and community service, and have been selected to serve the 4-H Youth Development Program in roles that promote leadership through education and service. 4-H State Ambassador Advisors are adult volunteers who are experienced in working with older youth in a youth-adult partnership atmosphere.

4-H State Ambassadors and 4-H State Ambassador Advisors are selected in order to:

- Act as State 4-H representatives to various local, sectional and statewide programs and activities; including providing public presentations, workshops and leadership development opportunities.
- Coordinate the planning and implementation of the 4-H State Leadership Conference.
- Provide donor stewardship support to The California 4-H Foundation.
- Identify needs in the 4-H Youth Development and either develop or recommend strategies for improvement.

Term:

4-H State Ambassadors are expected to make a 14-month commitment to the program beginning on July 1, 2010 and ending August 31, 2011. 4-H State Ambassadors may only serve one term.

Eligibility Requirements:

- Youth:** 4-H State Ambassador candidates must have completed at least one year as a California 4-H member. 4-H State Ambassador candidates must be at least 16 years old on July 1, 2010 and no older than 18 as of December 31, 2010.
- Adult:** 4-H State Ambassador Advisor candidates must be a 4-H volunteer leader with at least one year of experience in facilitating and challenging teens in the duties associated with being a 4-H State Ambassador. Adult advisors must be at least 21 years of age on July 1, 2010. Preference will be given to those not related to any current 4-H State Ambassador youth candidate.

Sponsorship of the 4-H State Ambassador Program:

The Thomas and Dorothy Leavey Foundation provide financial sponsorship of the California 4-H State Ambassador Program, which includes ambassador travel and other expenses, through The California 4-H Foundation.



Application Process:

The California State 4-H Office coordinates the selection process to ensure that a similar, fair and equitable process is followed. Applications must be sent to the State 4-H Office postmarked no later than March 26, 2010.

Completed Youth and Adult application packets must include the following:

- ❑ Application Cover Page
- ❑ Signature Page
- ❑ Resume
- ❑ Responses to the essay questions
- ❑ Three Letters of Reference from the following:
 - 4-H Staff: a 4-H YD Advisor, 4-H YD Program Rep, 4-H YD Assistant, or County Director.
 - 4-H Adult Volunteer Leader
 - 4-H Member or recent alumni (not over 21 years of age)

Letters should not be from family or fellow Ambassador candidates.

Letters may be sent directly to the State 4-H Office or included with the application in a sealed envelope.

Additional Letters of Reference will not be accepted

Interview and Presentation Process:

Candidates are asked to select **one** of the following three selection dates. On a separate page, please note any special requests for interview times due to school commitments, etc. Every effort will be made to accommodate requests, but no guarantees are made that requests will be met. The selection day dress is business. Candidates must be available from 10:00am until their interview. Lunch will be provided. Interview times will be randomly assigned unless requests for special times are requested in writing with the application.

April 24, 2010, 10am until finished. (Last interview ending at approximately 5pm)

UCCE Fresno County 4-H Office

1720 South Maple, Fresno, CA,

May 1, 2010, 10am until finished. (Last interview ending at approximately 5pm)

University of California – Davis

Hopkins Road, DANR Building, Davis, CA

May 8, 2010, 10am until finished. (Last interview ending at approximately 2pm)

UCCE Orange County 4-H Office

1045 Arlington Drive, Costa Mesa

Presentation Topics:

Youth candidates should prepare a five minute presentation on one of the topics listed below. Presentations will be ordered randomly. Visual aids (props) and digital slides may be used (digital projector provided). Evaluation of presentations will be based on basic 4-H presentation guidelines including presentation of subject to judges, knowledge of subject, creativity, professional demeanor, voice, and eye contact, and answering questions. Choose one of the following topics and develop a five minute presentation. Presentations should not exceed six minutes in length.

- Provide an overview of 4-H leadership development. Address the importance of youth leadership development, the types of 4-H opportunities available, and the strengths and weaknesses of 4-H leadership development.
- Discuss the public image and visibility of 4-H. Address how the public generally perceives 4-H, the current types of 4-H marketing, and propose ideas for future marketing of 4-H.

Criteria and Evaluation of Selection:

The California 4-H State Ambassador Program is represented by youth who are exceptional in their leadership and service to communities and who can professionally represent the entire University of California 4-H Youth Development Program. The number of youth selected will be determined by the number of outstanding applicants, our ability to provide a meaningful program and our ongoing commitment to a program that is representative of the diversity of California. In general, selection of California 4-H State Ambassadors and California 4-H State Ambassador Advisors will be based on evidence of the qualifications outlined on the California 4-H State Ambassador Position Description. The evaluation of candidates is based on the following weights:

- ◆ Application, Resume, Essays and Letters of Reference – 30%
- ◆ Presentation – 30%
- ◆ Interview – 30%
- ◆ Overall Presentation – 10%

Special Accommodations:

A candidate whose disability prevents him or her from completing the application, essay or interview in the usual method should contact the California State 4-H Office for assistance.

Timeline:

March 26, 2010: Applications and letters of reference due postmarked to the California State 4-H Office
April 12, 2010: Letter of confirmation to all candidates and confirms selection information
April 24, May 1 & 8: State Selection Days
May 17, 2010: Letter mailed to notify candidates
July 9-11, 2010: Team orientation at Camp Ocean Pines in Cambria, CA

Contact Information:

Send applications and inquires about the California 4-H State Ambassador Program or the selection process to:

State Ambassador Application
California State 4-H Office
University of California
DANR Bldg, One Shields Avenue
Davis, CA 95616-8575



Experience & Service



California 4-H Youth Development Program

4-H State Ambassador and 4-H State Ambassador Advisor Position Description

Time Commitment: 14 months: July 1, 2010 to August 31, 2011

Responsible To: State 4-H Program Representative, Quang “Hogan” Tong, qtong@ucdavis.edu

Responsible For:

- ◆ Acting as State 4-H representatives to various local, sectional and statewide programs and activities; including providing public presentations, workshops and leadership development opportunities.
- ◆ Coordinating the planning and implementation of the 4-H State Leadership Conference.
- ◆ Providing donor stewardship support to The California 4-H Foundation.
- ◆ Identifying needs in the 4-H Youth Development and either developing or recommending strategies for improvement.
- ◆ *Advisors:* Mentoring, advising and supporting a sectional team of California 4-H State Ambassador youth in the fulfillment of their goals and obligations; California 4-H State Ambassador Advisors will guide the 4-H State Ambassador youth in providing leadership through education and service

Qualifications:

- ◆ Youth candidates must have completed at least one year as a California 4-H YDP member, and must be at least 16 years old on July 1, 2010 and no older than 18 as of December 31, 2010
- ◆ Participation and leadership in a variety of youth development activities, including but not limited to, those of the University of California 4-H Youth Development Program
- ◆ Demonstrated commitment to citizenship and civic engagement
- ◆ Experience in event/program planning and delivery
- ◆ Demonstrated ability to work as a team member and ability to act alone when necessary
- ◆ Knowledge of the University of California 4-H Youth Development Program
- ◆ Competence to professionally represent the University of California 4-H Youth Development Program in many different ways
- ◆ Understanding and experience working in youth-adult partnerships
- ◆ Willingness to devote substantial time (and travel) to the California 4-H State Ambassador Program
- ◆ *Advisors:* Adult volunteers who are experienced in working with older youth in a youth-adult partnership
- ◆ *Advisors:* Must be a 4-H certified volunteer leader with at least one year of experience in facilitating and challenging teens in the duties associated with being a California 4-H State Ambassador
- ◆ *Advisors:* Adult advisors must be at least 21 years of age
- ◆ *Advisors:* Willingness and ability to chaperone the youth

Specific Responsibilities and Expectations:

- ◆ Maintain a positive enrollment status in the University of California 4-H Youth Development Program
- ◆ Make a commitment to follow through with all responsibilities for the 14-month term from July 1, 2010 through August 31, 2011
- ◆ Fully participate in entire orientation and training weekend on July 9-11, 2010
- ◆ Be willing to meet with other team members face to face, phone, internet chat and e-mail
- ◆ Participate in all four state sponsored face to face meetings in various locations throughout the state
- ◆ Role model good behavior, act inclusively, and demonstrate sound judgment
- ◆ Act in a professional manner reflecting the history, dignity, and prestige of the California 4-H State Ambassador Program
- ◆ Role model through actions and words a respect for human dignity and an appreciation for people of all races, ethnicities, genders, religions, abilities, and sexual orientations
- ◆ Utilize and role model positive conflict resolution techniques
- ◆ Provide feedback in shaping the future of the California 4-H State Ambassador program to assure it continues to meet the needs of the University of California 4-H Youth Development Program
- ◆ *Ambassadorial Responsibilities*
 1. Promote the California 4-H YD Program at local, regional, state and national venues
 2. Act as 4-H Ambassadors, networking with and presenting to outside groups
 3. Coordinate and organize statewide responsibilities pertaining to the California State Fair
 4. Coordinate 4-H State Ambassador representation at the State 4-H Leaders Forum
 5. Actively participate in Sectional face to face meetings and events
 6. Provide donor stewardship support to The California 4-H Foundation
- ◆ *California 4-H State Leadership Conference*
 1. Facilitate, develop and coordinate the 2011 4-H State Leadership Conference
 2. Serve on either the Education, Assemblies, Recreation, Logistics, or Dean Committees

Benefits:

- ◆ All travel, lodging, meal and material expenses are covered or reimbursable
- ◆ Opportunity to further develop leadership, communication and organizational skills
- ◆ Experience in planning and implementing statewide leadership through education and service programs
- ◆ Greater understanding of the California 4-H Youth Development Program

2010 - 2011 California 4-H State Ambassador Program Application for Youth and Adults

Forward this application to California State 4-H Office postmarked by March 26, 2010.

Completed Youth and Adult application packets must include the following:

- ❑ Application Cover Page
- ❑ Signature Page
- ❑ Resume
- ❑ Responses to the essay questions (outlined below)
- ❑ Three Letters of Reference from the following:
 - 4-H Staff: a 4-H YD Advisor, 4-H YD Program Rep, 4-H YD Assistant, or County Director.
 - 4-H Adult Volunteer Leader
 - 4-H Member or recent alumni (not over 21 years of age)

Letters should not be from family or fellow Ambassador Applicants.

Letters may be sent directly to the State 4-H Office or included with the application in a sealed envelope.

Additional Letters of Reference will not be accepted

Application Resume and Essay Questions:

Resume (youth and adults):

Please submit a 4-H resume of your skills and qualifications for being a 4-H State Ambassador. Emphasize your 4-H involvement in all areas and levels. Focus on the following:

- Leadership: participation in a variety of leadership activities both in and out of 4-H.
- Citizenship: civic engagement, community service and service-learning both in and out of 4-H.

One page is preferred; two pages maximum. Use no less than an 11 point font.

Essay Questions (youth):

Follow these instructions:

- Attach sheets of paper in response to the questions numbered below.
- Put your name and a page number at the top of each page you use.
- Number and write the question above your response.
- Provide up to a half page response to each essay question (not to exceed 500 words).
- Please use a 12pt font, single-spaced.

Youth Questions:

1. Describe a teamwork experience. What were the teamwork challenges and how did you overcome them? *Demonstrate your ability to work in a group of youth and adults; ability to communicate effectively, overcome conflict and compromise.*
2. Describe your most significant experience with event planning and delivery. *Demonstrate your experience in planning an event from conception to completion. Highlight your role. Show that you have experience in the complexities of event planning, ability to work under stress, and can adapt to changing circumstances.*
3. Describe your experiences in communicating (both oral and written) to public audiences. *Demonstrate your ability to communicate with public audiences.*
4. Describe the role you feel adult advisors should fulfill on the team. Include how you plan to communicate your role expectations to the adult advisors. *Demonstrate your experience working in a youth-adult partnership.*



**2010 - 2011 4-H State Ambassador Program
 Application Cover Page
 Due March 26, 2010**

Name _____

Address _____

City/State/Zip _____

Phone _____ E-mail _____

Date of Birth _____ Age _____ Male Female Years in 4-H _____

County _____ Section North N. Central S. Central South

If selected, I can attend the State Ambassador Orientation, July 9-11, 2010.
Please attach a detailed note if you have concerns or questions.

4-H Enrollment Status (check all that apply):

Club Special Interest/Short-Term Overnight Camping Military 4-H
 School Enrichment Individual Study School-aged Child Care Collegiate 4-H

Ethnicity (check one that applies best):

White Black/African American Hispanic/Latino
 Asian/Pacific Islander American Indian/Alaskan Native Multi-Ethnic

Place of Residence (check one that applies best):

Farm Rural-Non Farm (under 10,000) Town (10,000-50,000)
 Suburb of City (over 50,000) City (over 50,000)

Interview Location:

Please check the location where you would like to have your State Ambassador interview.

- | | | | |
|--------------------------|---|--------------------------|---|
| <input type="checkbox"/> | Saturday, April 24, 2010
UCCE Fresno County 4-H Office
1720 South Maple, Fresno
10am – 4pm | <input type="checkbox"/> | Saturday, May 1, 2010
University of California, Davis
DANR Bldg., California 4-H YD Office
10am – 5pm |
| <input type="checkbox"/> | Saturday, May 8, 2010
UCCE Orange County 4-H Office
1045 Arlington Drive, Costa Mesa
10am – 2pm | | |

Letters of Reference:

1. Name of **4-H Youth Development Staff** providing reference:

Name: _____

Youth Advisor Program Rep. County Director Program Assistant

2. Name of **4-H Adult Volunteer Leader** providing reference:

Name: _____

3. Name of **4-H Member or recent alumni (not over 21 years of age)** providing reference:

Name: _____

Required Signatures:

I have read and understand the “2010-2011 California 4-H State Ambassador Position Description.” If selected as a 2010-2011 California 4-H State Ambassador, I understand that my continued appointment as a 4-H State Ambassador is dependent upon making every reasonable attempt to follow through with all responsibilities and expectations associated with this appointment. Furthermore, I understand that in the event that I am unable to successfully fulfill my 4-H State Ambassador responsibilities, that I may be relieved of all my responsibilities.

Applicant _____ Date _____

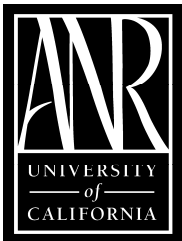
Parent or Guardian (youth only) _____ Date _____

Based on the “2010-2011 California 4-H State Ambassador Position Description,” I have reviewed this application for completion, and can confirm that this candidate is currently enrolled in 4-H.

You may attach (or mail separately) comments pertaining to the applicant and this application.

County 4-H YDP Staff (Print Name) _____

Signature _____ Date _____



The University of California prohibits discrimination or harassment of any person on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (including childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994: service in the uniformed services includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services) in any of its programs or activities. University policy also prohibits reprisal or retaliation against any person in any of its programs or activities for making a complaint of discrimination or sexual harassment or for using or participating in the investigation or resolution process of any such complaint. University policy is intended to be consistent with the provisions of applicable State and Federal laws. Inquiries regarding the University’s nondiscrimination policies may be directed to the Affirmative Action/Equal Opportunity Director, University of California, Agriculture and Natural Resources, 1111 Franklin Street, 6th Floor, Oakland, CA 94607, (510) 987-0096.



Recommendation Cover Letter 2010 - 2011 California 4-H State Ambassador

The California 4-H State Ambassador Selection Committee would like to thank you for your time and effort to write a letter of reference on behalf of the candidate. We believe that a valuable part of the application process is to receive input from individuals associated with the candidate. Please complete the 'Letter of Reference Form' and send with your letter of recommendation.

Letters must be **sent to the California State 4-H Office postmarked not later than March 26, 2010**. Please be honest and straightforward in your comments. Specific examples are appreciated. You are under no obligation to provide a copy of your letter of recommendation to the applicant.

The applicant is applying to be a member of the California 4-H State Ambassador Program, which is composed of typically 15 youth and adults. The purpose of the 4-H State Ambassadors program is to:

- Act as State 4-H representatives to various local, sectional and statewide programs and activities; including providing public presentations, workshops and leadership development opportunities.
- Coordinate the planning and implementation of the 4-H State Leadership Conference.
- Provide donor stewardship support to The California 4-H Foundation.
- Identify needs in the 4-H Youth Development and either develop or recommend strategies for improvement.

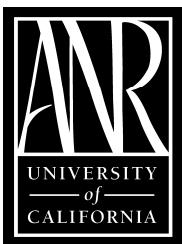
When writing your letter, also consider the applicant's skills, work habits, leadership, 4-H involvement, other extracurricular involvement, communication style, and ability to work in groups.

Mail to:

Quang "Hogan" Tong
Attn: 4-H State Ambassador Application
State 4-H Office
University of California
DANR Bldg, One Shields Ave
Davis, CA 95616-8575

Thanks,

California 4-H State Ambassador Selection Committee
c/o Quang "Hogan" Tong
530-752-5644
qtong@ucdavis.edu



The University of California prohibits discrimination or harassment of any person on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (including childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994: service in the uniformed services includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services) in any of its programs or activities. University policy also prohibits reprisal or retaliation against any person in any of its programs or activities for making a complaint of discrimination or sexual harassment or for using or participating in the investigation or resolution process of any such complaint. University policy is intended to be consistent with the provisions of applicable State and Federal laws. Inquiries regarding the University's nondiscrimination policies may be directed to the Affirmative Action/Equal Opportunity Director, University of California, Agriculture and Natural Resources, 1111 Franklin Street, 6th Floor, Oakland, CA 94607, (510) 987-0096.



Experience & Service



California 4-H State Ambassador - Letter of Reference Form

This Letter of Reference must be postmarked by **March 26, 2010** to:

Quang "Hogan" Tong
California 4-H YD Office
University of California
DANR Bldg, One Shields Ave
Davis, CA 95616-8575

Date:	
Name of Applicant:	

Name of Reference _____

Address _____

City/State/Zip _____

Phone _____ E-mail _____

Relationship to Applicant: 4-H Staff 4-H Volunteer 4-H Member/Alumni

How long have you known the applicant: _____

Rate the applicant in the following areas using this scale:
 5 = Outstanding 4 = Above Average 3 = Average 2 = Below Average 1 = No Observation
Circle the applicant's single strongest quality.

____ Leadership	____ Motivation	____ Professionalism
____ Group Work	____ Communication	____ Organization
____ Maturity	____ Respect for Others	____ Punctuality
____ Public Speaking Skills	____ Other: _____	

Please provide narrative comments about the Applicant's teamwork, leadership, and communication skills using an additional page.