

5 Tips to be Successful as a 4-H Club Manager

1. Maintain good communication with your local county Extension office.

- Your County Extension Agents, Program Assistants, and county support staff are all there to support you. Feel free to ask questions!
- They can provide you with project resources to allow for success in project work.

2. Establish and maintain relationships with 4-H families.

- Readily share as much information with families as you have. You never know what might spark the interest of a particular member!
- Get to know families on a personal level so that you can help direct them to the projects and activities that they will be most interested in.
- Recognize the youth and the other adults in the club that assist to make the club successful. It can be a short thank you note sent to the person or a public acknowledgement in front of the club.

3. Practice the 4 Steps to a Successful 4-H Club Meeting

- Inspiration (5 minutes to open a meeting and bring the group together)
- Business (15-20 minutes to conduct business of the club and share reports)
- Program (15-20 minutes of educational program)
- Recreation (15-20 minutes of fun, hands-on activities)

4. Let the club and community drive the projects and goals of the club.

- If the 4-H members are truly interested in a project and are able to take ownership, the project instantly becomes more successful.
- Enthusiasm
- Interests
- Parental support
- Community support
- Learn what your 4-H families are interested in and let those interests help guide projects the club

5. Make it FUN !

- Remember why you are doing this...for the kids!
- Parents will bring their children back to the club meetings if the kids are truly having fun and learning something in the process.
- Make sure to allow time for "kids to be kids."
- Keep in mind the 4-H slogan: "Learn by doing."

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