



2018 National 4-H Shooting Sports Teen Leadership Institute

July 24-28, 2018
Montana State University – Bozeman, MT

Application Packet

Deadline – Application must be received by May 4 – no late applications!
Send complete application to Kristin Cook via email, mail or in person

Incomplete applications will not be considered

Kristin@udel.edu

Kristin Cook

University of Delaware Cooperation Extension

69 Transportation Circle

Dover, De 19901

You are responsible to ensure that the application is received by 4:30pm on May 4

Please prepare a complete application packet and submit your application to your state 4-H Shooting Sports Coordinator. Applicants must be at least 15 years of age by January 1, 2018 to apply. It is recommended that the candidates also have at least one year left in 4-H.

All lodging (including linens), meals, transportation during the event and materials will be provided by generous donations from the National 4-H Shooting Sports Steering Committee General Fund. The cost and arrangement of transportation to the event will be the responsibility of the participant.

Participants should plan to arrive between 2:00 - 8:00 p.m. on Tuesday, July 24, 2018. The event will conclude on Friday evening July 27, 2018. Youth will depart campus between 7:00 a.m. – 10:00 a.m. on Saturday, July 28, 2018. Transportation to and from the Bozeman Yellowstone International Airport is provided.

A completed packet includes the following:

1. Letter of reference from your state 4-H Shooting Sports Coordinator
2. Resume for Teen Applicant - include school, 4-H, community memberships, activities and awards
3. *Montana 4-H Media Release*
4. *Montana 4-H Member Code of Conduct Form*
5. *Montana 4-H Medical Release*
6. *National 4-H Shooting Sports Youth Leadership Institute Application Form*
7. *National 4-H Shooting Sports Youth Leadership Institute Certification Form* (complete with all signatures)
8. One 5 x 7 – Portrait Color Photograph and Digital Copy (jpeg or tif)



2018 National 4-H Shooting Sports Youth Leadership Institute AGENDA

Meals will take place on campus except day of trip to Yellowstone National Park.

Tuesday, July 24

2:00 – 8:00 p.m. Arrive at Bozeman between 2:00 p.m. and 8:00 p.m.
Lodging at dorms available for participants – check in: 2:00 – 8:00 p.m.
Pick up participants from airport
6:00 p.m. Supper provided if on campus at this time
8:00 p.m. Welcome activity/ice breakers & games (led by participants)

Wednesday, July 25

7:00 a.m. Breakfast
8:00 a.m. University Welcome
8:15 a.m. Team Building Activities (led by youth)
9:00 a.m. Session # 1 Leadership Skills – Personality & Learning Styles, Wakening the Leader Within
11:00 a.m. Team Building Activities (led by youth)
12:00 p.m. Lunch
1:00 p.m. Campus Tour/Bookstore Visit
2:00 p.m. Session # 2 Leadership – Wakening the Leader within
3:00 p.m. Session # 3 Public & Private Value/Public Relations
5:00 p.m. Session # 4 Developing Your Story
6:00 p.m. Supper
7:30 p.m. Industry Panel

Thursday, July 26

7:00 a.m. Breakfast
7:30 a.m. Depart for Yellowstone National Park
6:00 p.m. Supper on your own
8:00 p.m. Return to Montana State University - Bozeman

Friday, July 27

7:00 a.m. Breakfast
8:00 a.m. Session # 5 Public Speaking & Etiquette
10:00 a.m. Session # 6 Telling Your Story (Youth)
12:00 p.m. Lunch
1:00 – 1:30 p.m. Developing an Ambassador Plan & Media Releases
1:30 – 3:30 p.m. Work Time and Sharing Ambassador Plans & Media Releases (Youth)
3:30 – 4:15 p.m. Final Remarks and Certificates
4:15 – 5:15 p.m. Prep for Dinner
5:30 p.m. – 7:00 p.m. Group Photograph & Etiquette Dinner

Saturday, July 28

7:00 a.m. Breakfast - Morning gathering and depart Montana State University by 10:00 a.m.



National 4-H Shooting Sports Ambassador Program Guidelines

The National 4-H Shooting Sports Ambassador Program is designed to promote 4-H and 4-H Shooting Sports. Youth selected to serve as Ambassadors will receive training that will allow them to return to their homes and advocate for the program at the county, regional, and state level. Some Ambassadors may be asked to support national events as well. Ambassadors provide public relations support at special events such as donor/sponsor functions and also serve as spokespersons for the 4-H Shooting Sports Program, helping to make 4-H and the 4-H Shooting Sports Programs more visible. The Ambassadors further develop their skills in leadership, public presentation, citizenship, community service, public relations and team building.

PURPOSE, GOALS, OBJECTIVES

The 4-H Shooting Sports Ambassador program will provide a venue for 4-H Teens to:

1. Represent 4-H and specifically 4-H Shooting Sports for public relations purposes at special events; at donor/sponsor functions and with the general public, 4-H groups, community service organizations, schools and media contacts.
2. Serve as spokespersons for the 4-H Shooting Sports program at their respective levels of participation – national, regional, state, county - helping to make 4-H Shooting Sports programs more visible.
3. Further develop their skills in leadership, public presentation, citizenship, community service, public relations and team building.
4. Assist in maintaining relations with 4-H Faculty and Extension Administrators as well as past, present and future program donors and supporters.
5. Continue and expand their involvement in 4-H Shooting Sports beyond the shooting skills and competitive events.
6. Stay actively connected with the 4-H Shooting Sports program as they enter their collegiate years and further into adulthood.

PROGRAM EXPECTATIONS

By being selected as a National 4-H Shooting Sports Ambassador, you will be representing over 320,000 4-H youth. What you say and do is very important. Remember, you never get a second chance to make a good first impression. As an Ambassador you may meet with donors who are CEO's of companies or organizations and you always need to put your best foot forward. The way you dress, the way you speak and act are very important when you are serving as an Ambassador.

- You are expected to be on time, so plan to be early to any event.
- You need to respond promptly to any emails or phone calls from the Program Coordinator and your chaperon for the event.
- It is very important that you send thank you notes immediately following the event. You will be given names and addresses so that you can fulfill this obligation.
- You may get tired at events, but you always need to be cheerful and ready to respond positively to everyone.
- A mature attitude and outlook is required.
- Ambassadors may be asked by your State Shooting Sports Coordinator or the National Shooting Sports Committee to serve as a representative at a local, regional, state, or national event.

BEHAVIORAL EXPECTATIONS

A goal of the 4-H Shooting Sports Ambassadors program is to provide opportunities for youth to build character and develop their leadership skills. Ambassadors are expected to uphold the 4-H Code of Conduct at all times.

DRESS CODE

Ambassadors are expected to dress in a manner befitting young men and women. Modesty, neatness, well groomed and practicality will be the guiding principles. Attention to details is important, so here are some tips for both men and women. Make sure you have:

- clean/serviceable shoes and a pair of sneakers and comfortable clothing for the ropes course
- well-groomed hairstyle
- cleaned and trimmed fingernails
- minimal cologne or perfume
- no visible body piercing beyond conservative ear piercings for women
- well-brushed teeth and fresh breath
- no gum, candy, or other objects in your mouth
- minimal jewelry
- no body odor

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. Also, you are representing 4-H shirts with the logos of other youth organizations should not be worn. Ambassadors are to have no visible tattoos.

Ambassadors may wear shorts and skirts of modest style and length. Shorts, skirts and skirts may be no shorter than 3" above the knee. Females - Blouses/shirts must be tucked in when low-rise slacks/jeans/skirts/ are worn. Males – Casual or dress slacks should be worn with shirttails tucked in. All footwear should be clean, neat, shined and no flip flops.

When serving as a National 4-H Shooting Sports Ambassador, you need to remember that you are representing the 4-H Shooting Sports youth to the public and you need to make the best impression possible.



2018 National 4-H Shooting Sports Youth Leadership Institute Application Form

Name: _____

Preferred First Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Cell Phone Number: _____

Email Address: _____

County: _____ Club: _____

Date of Birth: _____ Age (as of Jan. 1 of current Year): _____

Years in 4-H: _____ Grade in School: _____ Grade Point Average (GPA): _____

List Local Newspaper/Media Outlet:

Years in 4-H Shooting Sports (check those that apply):

_____ Archery _____ Hunting _____ Muzzle loading

_____ Pistol _____ Rifle _____ Shotgun

The following information is to assure that any clothing ordered for you will fit properly.

Polo Shirt Size: _____ T-Shirt Size: _____



2018 National 4-H Shooting Sports Youth Leadership Institute Certification Form

I will be active in my club and county 4-H program, as well as maintain an acceptable academic standard in school during my service as a 4-H Shooting Sports Ambassador. Further, I am willing to conduct myself in the highest standards expected of an Ambassador.

Applicant's Signature _____
Date

We (I) understand that our (my) son/daughter wishes to serve as a 4-H Shooting Sports Ambassador. We (I) will support him/her in fulfilling the responsibilities should he/she be selected.

Parent/Guardian Signature _____
Date

Parent/Guardian Signature _____
Date

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

4-H Club Leader Signature _____
Date

4-H Extension Agent Signature _____
Date

4-H State 4-H Shooting Sports Coordinator Signature _____
Date

CODE OF CONDUCT FOR 4-H MEMBERS

Name _____ County _____

The 4-H Center & Montana State University Extension wants your participation in 4-H programs, events and activities to be filled with exciting experiences, new friendships and fun. To ensure a positive experience for all participants, it is expected that all 4-H'ers be considerate of others, participate fully in the programming and observe the following expectations. If a situation or question arises which is not clearly covered by this list, ask an Extension Faculty/Staff member, volunteer leader, or chaperone before acting.

While attending 4-H activities and events, I will:

- Obey all rules established by the 4-H program, the local 4-H program and all local, state and federal laws.
- Conduct myself at all times in order to be a credit to the club, school and community.
- Dress neatly and appropriately for the occasion and in accordance with the activity dress code.
- Show respect for the rights and property of others; be courteous at all times.
- Be honest and not take unfair advantage of others.
- Refrain from disruptive behavior and swearing.
- Demonstrate sportsmanship, modesty in winning and generosity in defeat.
- Attend meetings and sessions promptly and respect the opinion of others in discussion.
- Be respectful of the authority of adult volunteers, youth leaders, 4-H staff and others in leadership roles.
- Not use, accept or carry alcohol, drugs or tobacco, or associate with others using the substances.

While attending overnight events, I will also:

- Not leave the activity or event unless permission is secured from my agent or chaperone.
- Not use my personal vehicle when it is not allowed by an event or trip.
- Care for the lodging property and respect the rights of other guests of the facility and observe all rules instituted by the property.
- Be in my sleeping area and stay there after curfew time and be out each day by the set time.
- Not enter the sleeping areas of members of the opposite gender and not invite non 4-H participants to the sleeping areas.
- Respect supervision at all times, being responsible to all adults connected with the trip or event.
- Be prepared to report to my local 4-H program knowledge gained by attending these activities.

I have read the 4-H Code of Conduct and agree to live up to these expectations while participating in 4-H programs and events. I am aware that my actions and decisions affect others. I understand that my failure to do so could result in consequences, including dismissal from the event or program. I am willing to accept appropriate consequences of my actions.

Member Signature _____ Date _____

I have read the 4-H Code of Conduct and I support my child living up to the expectations it outlines. I will support the individual(s) in charge in maintaining appropriate behavior.

Parent/Guardian Signature _____ Date _____



Medical Release Form for 4-H Youth & Adults

PARTICIPANT INFORMATION:

Name: _____ County: _____

Address: _____

Name of Parent or Legal Guardian: (YOUTH ONLY): _____

Primary Physician: _____ Phone: _____

Dentist: _____ Phone: _____

IN CASE OF EMERGENCY:

Primary Contact: _____ Phone: _____

Relationship: _____ City: _____ State: _____

Alternate Contact: _____ Phone: _____

Relationship: _____ City: _____ State: _____

INSURANCE INFORMATION:

Name of Insurance Carrier: _____

Policy Holder Name: _____ Policy #: _____

Date of Last:

Tetanus Shot: _____ Polio Shot: _____ Mumps Shot: _____ Measles Shot: _____ Rubella Shot: _____

Medical Information: (check all that apply and explain if necessary)

- | | |
|---|---|
| <input type="checkbox"/> Stomach or Intestinal problems | <input type="checkbox"/> Any allergies to food or plants |
| <input type="checkbox"/> Diabetes or hypoglycemia (low blood sugar) | <input type="checkbox"/> Special diet or food restrictions |
| <input type="checkbox"/> Nervous disorder (convulsions, epilepsy, dizziness, etc) | <input type="checkbox"/> Are you currently under a doctor's care? |
| <input type="checkbox"/> Respiratory problems | <input type="checkbox"/> Are you currently taking medications? |
| <input type="checkbox"/> Heart Disease | <input type="checkbox"/> Are there any physical restrictions or medical problems that may require special considerations? |
| <input type="checkbox"/> Any allergies to medication | |

AUTHORIZATION FOR TREATMENT (YOUTH ONLY)

I, _____ do hereby give permission to _____

PARENT/GUARDIAN Name

CHAPERONE Name

to seek and obtain any medical care necessary for my child _____

YOUTH Participant Name

Parent/Guardian Signature _____ Date _____

ALL PARTICIPANTS

To the Best of my knowledge, accurate information has been provided in all areas of this form.

Participant Signature (youth/ adult) _____ Date _____

IF YOUTH: Parent/Guardian Signature _____ Date _____



MONTANA STATE UNIVERSITY

EXTENSION



Montana 4-H Center FOR YOUTH DEVELOPMENT

The Montana State University Extension Service is an ADA/EO/AA/Veteran's Preference Employer and Provider of Educational Outreach.



MSU Extension Media Release

Event Montana 4-H Event Date 2018

Subject's Full Name _____

Address _____

Phone _____ Email _____

Requested By National 4-H SS Teen Institute

I hereby grant MSU Extension the absolute and irrevocable right and permission, with respect to photographs, audio & video taken of me and/or comments made by me or in which I may be included with others, to copyright for same; to use, reuse and publish the same in whole or in part in any and all media including use on the internet now or hereafter, and for any purpose whatsoever for illustration, promotion, art, advertising and trade, and if appropriate, to use my name and pertinent education and/or biographical facts as MSU Extension chooses.

I hereby release and discharge MSU Extension from any and all claims and demands arising out of or in connection with the use of photographs, audio & video and/or comments, including without limitation any and all claims for libel or invasion of privacy.

I am of full age and have the right to contract in my own name. I have read the foregoing and fully understand its contents. This release shall be binding on me and my heirs, legal representatives and assigns.

Signed _____ Date _____

Guardian's Release for Minors under 18 years of age.

I warrant that I am of full legal age and have every right to contract for the minor in the above regard. I have read, understand and agree with the conditions listed above.

Has my permission Does not have my permission

Signed _____ Date _____

Guardian's Full Name _____

Relationship to Subject _____

Address _____

Phone _____ Email _____

