

## Section 4-B: Junior and Teen Leadership Development Report Instructions

The 4-H Junior and Teen Leadership experience is designed to provide members with the opportunity to learn about the qualities and competencies needed to be a leader. Leadership is not doing things for the group, it is helping the group decide what needs to be done and how. Junior Leaders provide assistance while Teen Leaders assume more challenging leadership roles. Junior and Teen Leaders may assist with specific projects or with other 4-H activities or events. A 4-H member may be a Junior or Teen Leader for one or more projects during the year. The major duties of a Junior or Teen Leader are (varies by age, experience, and other factors):

1. Work collaboratively with the adult leader to set goals, develop lesson plans, teach skills, and evaluate the activity.
2. Coordinate logistical details such as meeting times, locations, materials and supplies, and expenses with the adult leader.
3. Communicate with the adult leader and members about group expectations, responsibilities and expected outcomes.

At the beginning of the year, the 4-H member and the adult leader should meet to discuss the project and define each of their roles. The 4-H member should complete pages 1 & 2 of the form. At the end of the year, the 4-H member must complete pages 3 & 4 of the form and include the entire form in his/her Record Book to receive credit.

**Junior Leaders (Intermediate Members):** To become a junior leader, youth must be in grades 6-8, or if home-schooled, must be at least 11 and no more than 13 years old as of December 31 of the program year.

**Teen Leaders (Senior Members):** To become a teen leader, youth must be in the ninth grade or above, or if home-schooled, must be at least 14 years old as of December 31 of the program year.

### Completing the Junior and Teen Leadership Development Report

Each Junior or Teen Leadership Development Report form completed and signed by the Project Leader (or team advisor) counts as a separate credit on the PDR (under #4 Leadership Development). County All Stars, 4-H State Ambassadors, those in a Leadership Development Project, and those involved in a domestic or international exchange project may record their participation as a project and fill out an Annual Project Report and/or a Junior or Teen Leadership Development Report signed by the team advisor.

The 4-H member may add two pages for a total maximum of six pages to answer the questions on the Junior and Teen Leadership Development Report.

**Note:** There may be cases where the 4-H member is a Junior or Teen Leader for a project but does not actively participate in the project. In this case, the 4-H member will fill out the Junior and Teen Leadership Development Report and not the Annual Project Report. A credit is given in the PDR for a Junior/Teen Leader and not for a project completed.







*Junior and Teen Leadership Development Report (Continued)*

---

6. How will you use the skills you learned in future 4-H and other activities?

7. For the Project Leader. Please provide feedback and comments on the 4-H member's leadership role.

Approval of Report	
I have personally prepared this report and believe it to be correct.	
Member's Signature:	Date:
I have personally reviewed this report and believe it to be correct.	
4-H Project Leader's Signature:	Date: