



# County Ambassador Application Packet



**University of California**

Agriculture and Natural Resources | 4-H Youth Development Program

# Sutter-Yuba County Ambassador Program Basics

## Time Commitment: 24 months

The county can design a one year, two year or overlapping time commitment. Options to consider:

- 24 months: a combined team of 1<sup>st</sup> year and 2<sup>nd</sup> year adds dimension of growth and improvement, 1<sup>st</sup> years learn from 2<sup>nd</sup> years and 2<sup>nd</sup> years have another type of opportunity to mentor.

## Qualifications

- 1) County Ambassadors must be between 14 – 18 years old and meet the 4-H membership requirements for the length of the term of service. On the first day of the appointment to County Ambassador, applicant must be at least 14 years old.
- 2) Applicant must have completed at least one year of membership in 4-H prior to the year of application. Membership does not have to be the most recent consecutive year.
- 3) Applicant must have demonstrated leadership experience and skills. To ensure that the position of County Ambassador is open to 4-H members in all program delivery modes (community club, afterschool club, SPIN club, summer camp, etc.), a member must document the following:
  - a) Mastery of a project as demonstrated by at least 6 hours of instruction, documented by a statement of skills
  - b) 40 hours of significant leadership roles, either inside or outside of 4-H, with at least 10 hours of leadership contributed to 4-H
  - c) 30 hours of citizenship and/or community service, either inside or outside of 4-H, with at least 6 hours through 4-H
  - d) 10 public speaking engagements, at least 2 of which must have been given at a 4-H event
  - e) Demonstrate involvement in 4-H as evidenced by a list of activities that are a combination of 15 of the following: project skill activities, 4-H events attended, and honors/recognition. Definitions for these three categories are found in the Record Book Manual under the section describing the Personal Development Report (PDR). Completing a PDR is not an application requirement for County Ambassador.

Alternatively, a member may submit documentation of having achieved a Gold Star Rank to satisfy the above 5 requirements. Documentation can be the signed and dated Star Rank chart or other written documentation, that is signed by an adult volunteer other than the parent, that the Gold Star Rank was achieved.



## SECTION 1: APPLICATION & SELECTION

### Application Requirements

Applicants will send the required application form, substantiating documents and letters of recommendation to Rene at the County 4-H Office. Required application elements include the following:

1. **Application Cover Sheet**
2. **Essay Responses** to questions on the Application.
3. **Resume** highlighting leadership and citizenship skills, personal and professional development.
4. **Written Evidence of Leadership Experience and Skills**
5. **Letters of Recommendation (3):**
  - a. One letter from a 4-H youth member.
  - b. Two letters from adults who have knowledge of the applicant's leadership experience, skills and character. At least one of the letters must be from a 4-H adult who has knowledge of the applicant's skills and character demonstrated in the 4-H Youth Development Program.
  - c. Recommendations may not be from a parent/guardian, sibling or other family member residing in the same household as the applicant.

Application,  
Resume &  
References



Individual  
Interview



Notification

Letters of Recommendation may be mailed or delivered directly to the county office, sealed in an envelope and submitted with the whole packet from the member, or emailed to Rene

### Ambassador Selection Process

The county's review committee shall review the applications. **At least one member of the committee will be a youth member.** The review committee will include the Awards Committee.

The first review of the application will establish that the applicant meets the qualifying criteria. In addition to the application packet, the selection process will include additional steps.

#### Individual Interview

The process may include an individual interview for each applicant with a panel of 2-3 county designees. Interview questions should be made available to the applicants. The same question(s) will be posed to all of the applicants.

#### Notification

Applicants will be notified in writing of their selection status by June 30th.

### Sutter Yuba Counties 4-H County Ambassador Application Cover Sheet

Name \_\_\_\_\_ Club/Unit/Program \_\_\_\_\_

Age on December 31<sup>st</sup> \_\_\_\_\_ Birthdate \_\_\_\_\_ Years in 4-H \_\_\_\_\_

Home Address \_\_\_\_\_

Member Email Address \_\_\_\_\_

Member Home Phone \_\_\_\_\_ Member Cell Phone \_\_\_\_\_

Parent/Guardian Name(s) \_\_\_\_\_

Parent/Guardian Home Phone \_\_\_\_\_ Parent/Guardian Cell Phone \_\_\_\_\_

**Create a packet of all written documents required (see next page) and attach to this cover sheet. Give the whole packet to an adult who will review and certify your involvement and ask them to complete the bottom portion of this cover sheet.**

**Complete applications (including this form and the components listed above) are due to the Sutter-Yuba County 4-H Office by May 6, 2019. Incomplete applications will not be considered for evaluation.**

***By signing below, I certify that the applicant has provided the required application documentation and that, to the best of my knowledge, they meet all the qualifying criteria to apply for a 4-H County Ambassador.***

Signature of Certifying Adult \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Adult \_\_\_\_\_ Role/Title \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of Organization (if other than 4-H) \_\_\_\_\_

## Sutter-Yuba County 4-H County Ambassador Application Requirements

**1. Essays:** Write three paragraphs answering the following topics. Essays should not exceed 300 words and may be typed or handwritten.

- Why do you want to become a 4-H County Ambassador?
- What do you hope to gain from your County Ambassador experience?
- What do you hope to give to 4-H from you County Ambassador experience?

**2. A Resume:** highlighting leadership and citizenship skills, as well as personal and professional development. Find the template here: [http://4h.ucanr.edu/Resources/Members/4-H\\_Resumes/](http://4h.ucanr.edu/Resources/Members/4-H_Resumes/)

- Resume

**3. Written Evidence of Leadership Experience and Skills (all the first five OR achievement of Gold Star Rank):**

- Mastery of a project as demonstrated by at least 6 hours of instruction. Provide a statement of what project skills you have mastered
- 40 hours of significant leadership roles, either inside or outside of 4-H
- 30 hours of citizenship and/or community service, either inside or outside of 4-H
- 10 public speaking engagements, at least 2 of those must have been given at a 4-H event
- Demonstrate involvement in 4-H as evidenced by a list of activities that are a combination of 15 of the following: project skill activities, 4-H events attended, and honors/recognition. Definitions for these three categories are found in the Record Book Manual under the section describing the Personal Development Report (PDR). Completing a PDR is not an application requirement for County Ambassador

**OR**

- Achievement of a Gold Star Rank as evidenced by the signed and dated Star Rank chart or other documentation that verifies you have achieved this rank

**4. Three (3) Letters of Recommendation:**

- One letter from a 4-H youth member
- Two letters from adults who have knowledge of your leadership experience, skills and character. At least one of the letters must be from a 4-H adult who has knowledge of your skills and character demonstrated in the 4-H Youth Development Program
- Recommendations may not be from a parent/guardian, sibling or other family member residing in the same household as the applicant