

The Michigan 4-H Foundation
Leadership Training Center



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4-H TEEN CITIZENSHIP, LEADERSHIP & SERVICE CONFERENCE

January 22-23, 2011

PLACE:

Kettunen Center, Tustin, Michigan

TIME:

Sign-in: Saturday, January 22, 2011, 10:00 – 11:30 a.m. lunch follows

Workshop Begins: Saturday, January 22, 2011, 12:30 p.m.

Workshop Ends: Sunday, January 23, 2011, noon, lunch provided afterward

WORKSHOP COORDINATOR:

Betsy Knox

COST:

The fee for 4-H members and 4-H volunteers to attend this 2-day workshop is \$53.00. MSU Extension staff with 4-H responsibilities that bring a volunteer leader or member to the workshop will also be charged the reduced volunteer rate of \$53.00. This fee includes \$38.00 toward meals and lodging and a \$15.00 resource fee for registration materials and resource people. All additional expenses for 4-H volunteers and members are covered by Michigan 4-H Youth Development and donors to the Michigan 4-H Foundation. MSU Extension staff, non-4-H members and personnel from other agencies pay \$96.25. All fees must be pre-paid at your county MSU Extension office.

Persons canceling without a replacement by Wednesday, January 12, 2011 will be charged the \$15.00 resource fee. Persons who do not show up at the workshop, do not have a replacement, or do not cancel through the State 4-H office within 48 hours prior to the start of workshop will be billed a \$53.00 no-show fee.

RESERVATIONS:

County reservations must be at your county MSU Extension office no later than Friday, January 7, 2011. Please use Workshop #806 when entering reservations on the MSUE 4-H Workshop Registration System. This deadline will be strictly enforced, which means registrations received after this date will not be accepted. Please indicate which sessions you would like to take at the conference at the time of your reservation (See "Session Choices" and "Schedule Matrix").

WHO SHOULD ATTEND?

The conference is open to teens, 4-H members and non-members, aged 14 (by January 1, 2011) and older. The conference is also open to adult 4-H volunteers and youth educators and adults who work with youth in a variety of educational settings. The 2011 conference is for individuals who are willing to put into action in their communities the skills that they learn and knowledge that they gain. It is designed both for those interested in starting a project in the area of citizenship, leadership, and service and for those who would like to incorporate those ideas into their clubs and projects.

WORKSHOP PURPOSE:

Participants in the 2011 4-H Teen Citizenship, Leadership, and Service Conference will work with 4-H staff and volunteers to achieve the following objectives:

- Develop skills, knowledge and commitment in citizenship, leadership and service
- Discover the power and fun of Real Colors®
- Give youth and adults the tools to start a citizenship, leadership, or service program in their community or build on and enhance existing programs and activities.
- Discover ways to be an effective club member and officer.
- Meet and share ideas with 4-H volunteers from around the state.
- Make friends and have fun learning in a beautiful, natural setting in Northern Michigan.

CONFERENCE SESSIONS:

Join us for a new and refreshed version of this exciting teen conference. Teens and adults from across the state will be converging on Kettunen Center to learn leadership and civic engagement skills. They can use what is learned to make a difference in their communities. Teens and adults sign up for sessions to attend throughout the weekend when they register.

PARTICIPANTS MUST PRE-REGISTER FOR SESSION CHOICES:

Participants must pre-register for sessions A-V by selecting both a first and second choice for each session. For example, in Option 1 put in your first choice for Session 1 and in Option 2 put in your second choice for Session 1 and so on. The drop down menu will indicate what choices are available for those sessions. If you choose a two-part session, you must register for both sessions in which the class is offered. In addition to providing you with a list of sessions at the end of this announcement, you can also click on the "Session Choices" link next to the options on the registration page. You can pick from the various themes as listed in the schedule or stay in one theme, just remember to pick 2 choices for each of the five sessions. The themes are Personal Development & Leadership, Basic Leadership, Club/Group Leadership, Technology & Service, Community Service and Global Leadership.

CHAPERONE RESPONSIBILITIES:

Every county is responsible for designation of chaperones for youth coming to state off-campus 4-H events. Chaperones must be adults (aged 21 years old or older) who have gone through the MSU Extension Volunteer Selection Process. Chaperones are responsible for serving as role models for youth and for guiding youth behavior. All adults serving as chaperones during 4-H events should receive information about their chaperone role before the event. This could take place at a face-to-face meeting, over the phone or via mail. This offers an opportunity for chaperones to review the role of and expectations for event chaperones and to raise any questions or concerns they might have. A "4-H Event Chaperone Responsibilities" handout is available at the "Staff Resources for the Youth-Adult Housing Policy" web page:
<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

YOUTH-ADULT HOUSING POLICY FOR 4-H OVERNIGHT EVENTS:

To help ensure the safety and well-being of both youth and adults involved with Michigan 4-H, the "Youth-Adult Housing Policy for 4-H Overnight Events" was developed. This mandatory policy, which went into effect on January 1, 2008, applies to any Michigan 4-H-sponsored state-, regional-, multi-county-, county- or club-level overnight event where adults are housed with youth, such as workshops, events, fairs, exchanges, overnight trips, lock-ins and camps. The core of the policy states that youth can be housed with unrelated adult chaperones aged 21 and over (age as of date of event) at overnight 4-H events as long as the youth-adult ratio is at least two youth to one adult and the adults have been through the MSU Extension Volunteer Selection Process. Before any youth attends an overnight 4-H event, each youth's parent or legal guardian must sign and return the 4-H Overnight Housing Parent/Guardian Permission Form (available from the county MSU Extension

office). This form is kept on file at the county MSU Extension office and it is not sent to the State 4-H Office. Complete information on the policy is available at:

<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

Registering Youth aged 18, 19 or 20:

In keeping with the new *Michigan 4-H Youth-Adult Policy for 4-H Overnight Events*, any youth aged 18, 19 or 20 at the time of the event who is a registered 4-H member and who attends an event as a participant must not be housed with or share bathrooms with younger, unrelated youth unless he or she has completed a background check including one reference check and a criminal history check. The background check should be completed no more than once a year, unless circumstances warrant more frequent checks. When county staff registers a 4-H member 18, 19 or 20 years old on the MSU Extension 4-H Workshop Registration System, they will be asked if a background check has been completed for youth in this age bracket. The State 4-H Office will accept and process registrations only if a background check is completed. This form is kept in the county, and it is not sent to the State 4-H Office. Complete information on the policy is available at:

<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

MEDIA RELEASE/MEDICAL TREATMENT AUTHORIZATION:

When registering a youth participant aged 18 and under for a workshop, the participant's parents or guardians must complete and sign the Medical Treatment Authorization section of the form. This form is then given to the county MSU Extension office, forwarded to the 4-H State office who in turn gives it to the workshop coordinator just before the event. Copies of the form can also be brought to the workshop. Youth without a form signed by a parent or legal guardian will not be allowed to stay at this overnight workshop.

All workshop participants, teen and adult, are encouraged to complete the Media Release section of the form. This section authorizes MSU Extension to record and photograph workshop participants and to use these photos and voice recordings in educational and promotional publications and programs.

WHAT TO BRING:

Comfortable clothing, ideas to share with others and enthusiasm! Bedding, linens and towels are provided. However, consider bringing an extra towel and boots and gloves and coats for outdoor activities.

WORKSHOP SPONSORS:

This workshop is sponsored by the Michigan 4-H Foundation through a grant provided by the sources listed below. Please be sure to send your letter of appreciation to:

*Donors to the Michigan 4-H Foundation
c/o Mr. Smallwood Holoman, Jr., President
240 Spartan Way
East Lansing, Michigan 48824-6005*

All participants are strongly encouraged to send a letter of appreciation to the above donor. Without their help, this workshop would not have been possible.

SMOKING REGULATIONS:

All persons are expected to follow Kettunen Center's smoking regulations. The use of tobacco is prohibited in all indoor spaces. Smoking areas are provided outside of the buildings. Youth participants are not allowed to use tobacco in any form.

CONDUCT POLICY:

Positive behavior is a key expectation for youth and adults participating in 4-H activities – behavior that reflects

trustworthiness, respect, responsibility, fairness, caring and citizenship. Participants are expected to follow all workshop and event guidelines. Theft, vandalism, the use of illegal drugs and alcohol, inappropriate or threatening behavior that violates the rights of others, and other such offenses are strictly prohibited, and anyone involved with these offenses will immediately be sent home at his or her own expense. If it is determined by 4-H staff or persons in charge of the activity that the offense warrants it, the offender will be turned over to the proper authorities. Participants are expected to take responsibility for their own actions and encouraged to talk to their chaperone if someone is mistreating them.

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:

Accommodations may be requested by calling Betsy Knox at (517) 432-7603 three weeks before the workshop to ensure sufficient time to make arrangements. Requests received after this time will be met when possible.

SCHEDULE

4-H TEEN CITIZENSHIP, LEADERSHIP & SERVICE CONFERENCE

January 22-23, 2011

Kettunen Center - Tustin, Michigan

SATURDAY, JANUARY 22

10:00 – 11:30 a.m. Sign-in

11:30 – 12:30 p.m. Lunch

12:30 – 2:45 p.m. **Conference Opening – Real Colors®** - If you had a key that would unlock the answers to human behavior, would you use it? Imagine having the knowledge to truly understand yourself and others, without years of study. Real Colors® is that key, providing you with a tool for understanding human behavior, for uncovering motivators specific to each personality and for improving communication skills. Chris Stickney & Jackie Martin

Youth/Chaperone Get-acquainted Activity

2:45-2:30 p.m. Break

3:00-4:30 p.m. **Session # 1**

4:30-5:00 p.m. Free time

5:00-6:00 p.m. Dinner

6:00-7:15 p.m. **Session # 2**

7:15-7:30 p.m. Break

7:30-8:45 p.m. **Session # 3**

9-11:00 p.m. **Evening Recreation** (Dance, karaoke, sledding, games in the library, ping pong, snacks)

11:30 p.m. Lights out

SUNDAY, JANUARY 23, 2011

8:30-9:45 a.m. **Session # 4**

9:45- 10:00 a.m. Break

10:00-11:15 a.m. **Session # 5**

11:15-noon **Workshop Closing**
Confidence Games – Melissa Bowman

12-1:00 p.m. Lunch

Have a safe trip home!

SCHEDULE MATRIX

JANUARY 23, 2011	Personal Development & Leadership	Basic Leadership	Club/Group Leadership	Technology & Service	Community Service	Global Leadership
Session # 1 3-4:30 p.m.	A. Be an Anti-Bullying Leader	B. Real Colors® & Leadership Styles	C. Making Meetings Matter	D. Digital Citizenship: Doing What's Right Online	E. Do. Give. Get. – Youth as Philanthropists	F. Youth Leadership in a Globalized World
Session # 2 6-7:15 p.m.	G. Juggling with Elephants: Time Management	H. Learning Leadership Through Cup-Cakery	I (1). SPORK: Team Building	J (1). Make Trax: Walk, Bike or Roll to School Community Service Project	K (1). Youth for Kettunen Center Committee	L (1). Connecting Youth to the World
Session # 3 7:30-8:45 p.m.	M. Youth Take the Stage: Interactive Theatre	H. Learning Leadership Through Cup-Cakery	I (2). SPORK: Team Building	J (2). Make Trax: Walk, Bike or Roll to School Community Service Project	K (2). Youth for Kettunen Center Committee	L (2). Connecting Youth to the World
JANUARY 24, 2011	Personal Development & Leadership	Basic Leadership	Club/Group Leadership	Technology & Service	Personal Development & Leadership	Citizenship
Session # 4 8:30-9:45 a.m.	S. Respect & Responsibility: What does it Mean to Me?	N. M & M of 4-H: Mentoring and Motivating	U. 4-H Officer Training	P (1). Use Technology & Media to Enhance Your Service	Q. Leadership on the Job	R (1). Persuade Principals and Politicians to Make Positive Changes for Youth
Session # 5 10-11:30 a.m.	A. Be an Anti-Bullying Leader	T. Make a Difference: Map Your Way through Your Community	O. Conflict Management	P (2). Use Technology & Media to Enhance Your Service	V. Recognize Excellence: The 4-H State Awards Program	R (2). Persuade Principals and Politicians to Make Positive Changes for Youth

SESSION CHOICES

(PARTICIPANTS MUST PRE-REGISTER FOR SESSION CHOICES)

Pre-register for sessions A-V by choosing five sessions as your first choice and two sessions as your second choice for a total of seven choices. If you choose a two-part session, be sure to count all the “parts” in your total of seven choices.

A. Be an Anti-Bullying Leader in your Community and State

Explore the issue of bullying and how you can become agents of change! You will learn ways to impact the world around you through your actions. You will leave this session with a clearer understanding of bullying and what you can do to make a difference in your community. It takes just one person to make the change, are you that person? Instructor: Adrien Brzoznowski.

B. Real Colors® & Leadership Styles

Explore different leadership styles through the lens of Real Colors®, the conference’s opening session. Using a variety of activities, participants will learn how different personalities lead and prefer to be led. You will explore concrete strategies for leading groups made up of diverse personality types (orange, blue, green and gold). Instructors: Chris Stickney and Jackie Martin.

C. Making Meetings Matter

Who’s in charge at a meeting, the president or members? In this session, you will learn the ins and outs of parliamentary procedure and consensus building to make meetings run smoothly and to get through the business items with ease. You will receive materials for use in your group back home. You will also participate in a mock meeting. Instructor: Vera Wiltse.

D. Digital Citizenship: Doing what’s Right Online

Digital media provide countless ways for people to communicate and connect with others. This session explores the ethics of participating in and building positive online communities. Participants will look at what happens when community dynamics are upset because of cyber bullying and other damaging behaviors. We will explore the impact of individuals’ actions – both negative and positive – on their friends and on the broader communities in which they participate. Instructor: Molly Frendo.

E. DO. GIVE. GET. – Youth as Philanthropists

It’s as simple as “do, give and get” to become a young hero or shero who makes a major difference in the world. Discover in this action filled session how you can become a philanthropist, someone who makes the world a better place. Instructor: Cheryl Howell.

F. Youth Leadership in a Globalized World

Experience the five global leadership competencies of culture, communication, character, creativity and citizenship through the 4-H International Exchange Program. Learn about travel and hosting opportunities with Japan, Poland, Belize (in Central America) and IFYE (the International Four-H Youth Exchange in such places as Australia and Costa Rica). This session will give you an opportunity to take a county leadership role in promoting travel to and hosting youth from another country. Instructors: Jan Brinn and Renee Applegate.

G. Juggling with Elephants: Time Management

There is an easier way to get your most important things done – now! Try *Juggling with Elephants* to provide you with useful time management tools in a lighthearted way and to balance your in-school and out-of-school life. Remember, life’s a circus – there’s a lot to juggle! Instructor: Jan Brinn.

H. Learning Leadership through Cup-Cakery

Did you know that you can learn to be a leader through the art of cake decorating? Well, you can! Discover ways to turn this fun activity into a leadership project. Learn the basics of teen leadership along with learning how to decorate cupcakes with flowers, borders and other designs. Instructor: Cyndi Mark

I(1)/(2). SPORK: Team Building, Parts 1 & 2

SPORK is an interactive approach to team building and leadership through a series of hands-on activities that are designed to challenge participants to work together and to problem solve. Participants will be physically and mentally challenged to complete team goals. Different leadership styles will be explored. Instructor: Melissa Bowman.

J(1)/(2). Make Trax: Walk, Bike or Roll to School Community Service Project, Parts 1 & 2

“Make Trax” is a community service project that involves youth in planning the “Safe Routes to School” project. The project goals are to increase the number of students who walk, bicycle, roller blade or skate board to school when the distance is reasonable and safe. The program uses internet and mapping technology and outdoor activities. Wayne Beyea and Rosie Stern.

K(1)/(2). Youth for Kettunen Center Committee

This is your chance to serve on an important statewide 4-H committee! Kettunen Center is the 4-H teen and adult volunteer facility for Michigan 4-H. How well is the center serving youth and adults? What could we do better? This session will be filled with fun, interactive, hands-on teamwork activities to assess the services of the center; brainstorm new ideas; and develop measurable goals and a marketing plan. Instructors: Andrea Grix, John Grix and Jamie Mielke-Mitchell.

L(1)/(2). Connecting Youth to the World, Parts 1 & 2

Help youth become citizens of the world through online resources including Kiva, Bead for Life, Heifer International and Peace Corp. Discover ways to partner with other organizations and how to organize a service project that will improve the quality of life on our planet. You will also learn about opportunities to bring youth together through travel and technology. Instructors: Judy Huynh and the 4-H World Wide Kids Club, Ionia County.

M. Youth Take the Stage: An Introduction to Interactive Theatre

Interactive theatre is a dynamic way to bring youth together to explore important issues and then to identify constructive ways of dealing with these issues. In this session you will have fun with theatre games and at the same time learn how to use the “Youth Take the Stage” curriculum. Discover that anyone, with or without theatre training, can create compelling stories. Instructor: Betsy Knox.

N. M & M of 4-H: Mentoring and Motivating

Remember when you first started in 4-H? Were there older members that you looked up to? 4-H groups with members of differing ages provide great opportunities to practice mentoring and motivating, and to share the skills you’ve learned in 4-H. This session will provide youth with ideas and tools to connect with younger members. Be a leader, be a mentor and be a hero! Instructors: Adrien Brzoznowski and Jackie Martin.

O. Conflict Resolution

Be cool under pressure. Be the one others turn to when they need help solving differences. Use active learning and role playing to practice peer mediation techniques and self control when things get stressful. You will be asked to write down a minor conflict you have witnessed. You will then use this incident to practice the techniques you learn during this interactive session. Instructor: Lynn Foster

P. Use Technology and Media to Enhance your Service, Parts 1 & 2

In this session you will learn how different technologies and social networking tools can enhance your service projects. You will develop and implement your own social marketing plan. You will be divided into groups; given a “tech box;” and time to collaboratively develop a resource of your choice (blog, video, website, etc.). Instructor: Molly Frendo.

Q. Leadership on the Job

Will your leadership skills make a difference in your search for a career or job? You bet! Explore how you can use all citizenship, leadership and service skills you gain through 4-H in any career field that you choose. You will also learn how to include these skills into a job resume that will stand out to potential employers. You never get a chance to make a first impression! Instructors: Frank Cox and Sara Keinath.

R. Persuade Principals and Politicians to Make Positive Changes for Youth, Parts 1 & 2

Have you ever thought that your school was run poorly? Do you think that your roads are bad? Does your community feel safe? Does your community provide good jobs? Are you concerned about funding for 4-H? This session will teach you how to work with principals and local politicians to improve your club, your community, your country and your world. Instructors: Darren Bagley and Claire Layman.

S. Respect & Responsibility: What does it mean to me?

Explore the deeper meaning of character with a web quest! Discover deeper meanings for respect, responsibility, empathy and humility. Gain moral knowledge through interactive classroom discussions and teamwork! Together we will explore film, quotes and stories; we will use artwork to reflect our own personal discoveries to create team character posters. Instructor: Lynn Foster, Oakridge Alternative & Education.

T. Make a Difference: Map Your Way through Your Community

Learn to identify, or “map,” your community assets. See how you can use this information to discover the needs in your community. With this information you can choose where to use your community service skills to make a difference. This session will also show you how you can make a difference through social entrepreneurship by starting a business that helps support a local need. Instructor: Chris Stickney.

U. 4-H Officer Training

Learn skills to take charge in a group. Officers, committee chairs and members all have specific roles in a group. They need to work together to make an organization successful. You will participate in a club officer installation ceremony; write meeting minute outlines; and create a club program (a schedule of recreation and education activities and meetings for the club year). Instructor: Vera Wiltse.

V. Recognize Excellence: The 4-H State Awards Program

Learn what it takes to become a “State Award” winner and some of the roads you can take to reach that destination. You will get tips on how to complete the award form, how to interview and how to prepare yourself and other 4-H’ers to reach this goal. Instructor: Judy See

RESOURCE PERSONS:

Wayne Beyea, Extension Specialist, Land Policy Institute, MSU
Rosie Stern, “Make Trax” Coordinator, Michigan Fitness Foundation
Betsy Knox, 4-H Youth Development, MSU Extension, Conference Coordinator
Judy See, 4-H Youth Development, MSU Extension, Monroe County
Molly Frendo, 4-H Youth Development, MSU Extension, Campus Staff
Vera Wiltse, 4-H Youth Development, MSU Extension, Isabella County
Adrien Brzoznowski, 4-H Youth Development, MSU Extension, Iron County

Jackie Martin, 4-H Youth Development, MSU Extension, Washtenaw County
Jan Brinn, 4-H Youth Development, MSU Extension, Allegan County
Darren Bagley, 4-H Youth Development, MSU Extension, Genesee County
Claire Layman, MSU Extension Public Policy Specialist, MSUY Extension
Judy Huynh, 4-H Adult Volunteer, Ionia County
Chris Stickney, 4-H Youth Development, MSU Extension, Campus Staff
World Wide Kids 4-H Club, Ionia County
Lynn Foster, Oakridge Alternative & Adult Education & 4-H Volunteer, Muskegon County
Melissa Bowman, 4-H Youth Development, MSU Extension, Mecosta County
Andrea Grix, Education Program Coordinator, Kettunen Center
John Grix, Director, Kettunen Center
Jamie Mielke-Mitchell, Operations Coordinator, Kettunen Center
Laura Allan, 4-H Youth Development, MSU Extension, Campus Staff
Renee Applegate, 4-H Youth Development, MSUE Extension, Jackson County & International Exchange
Coordinator
Cheryl Howell, Executive Director, Michigan 4-H Foundation
Cyndi Mark, 4-H Volunteer, Ingham County
Frank Cox, 4-H Youth Development, MSU Extension, Muskegon County
Sara Keinath, 4-H Youth Development, MSU Extension, Wexford County