



Martin-Gatton

College of Agriculture,  
Food and Environment  
University of Kentucky.

STATE 4-H OFFICER



APPLICATION



Dear Officer Applicant:

Thank you for your interest in serving the Kentucky 4-H program! By applying for a State 4-H officer position, you join a long and proud history of individuals committed to “Making the Best Better.” The Slating Committee is looking for young leaders who possess the following qualities to serve Kentucky 4-H as a State Officer: respectability, inclusivity, commitment, organization, and dependability.

Attached, you will find the application packet that you need to fully complete to be considered for slating. The slating process functions like a job interview, as we view this prestigious position as a job for the next year. Please dress and plan accordingly for the slating process. Just as in real life, not all applicants are granted interviews, and not all interviewed candidates are hired. Please prepare for this process to the best of your abilities.

Completed applications are due electronically (by County 4-H Agent) through 4-H Online no later than April 4th, 2025. No paper applications will be accepted unless prior accommodation is made with Patrick Allen (4-H Specialist for Leadership & Educational Experiences). Please contact Patrick by email for this request. [Patrick.allen@uky.edu](mailto:Patrick.allen@uky.edu).

**This application consists of the following sections:**

Part A	Candidate Information Sheet
Part B	Copy of 4-H Achievement Application (Must have achieved the level Bronze to apply)
Part C	Professional Resume (Focus on Education, extracurricular activities, and 4-H career)
Part D	Essay Question
Part E	Biography (No more than two pages) and Professional Photo
Part F	Reference Forms (Appendices 1A, 1B, 1C, 1D)
Part G	Self-Evaluation
Part H	Responsibilities, Roles, Expectations & Additional Information (Signature Needed)

**Appendix :**

1.	Reference Forms (1A, 1B, 1C, 1D)
2.	Self – Evaluation
3.	Possible Interview Questions
4.	Officer Selection Process (Updated 2020)

**Slating/ Interview Process:**

The Slating Process will take place at the Laurel County Extension Office. Lodging will be provided at the J.M. Feltner 4-H Camp. Face to Face interview is required unless requested for extenuating circumstance with prior notification and approval.

**Initial Important Dates: These are a few dates that are Mandatory, more dates will be shared at Training in July. All Slated Officers must be in attendance or risk losing their position as an Officer.**

May 1 <sup>st</sup> – 2 <sup>nd</sup>	Slating	August: TBA	Kentucky Farm Bureau State Officer Training
June: 9 <sup>th</sup> – 13 <sup>th</sup>	Teen Conference	August: 10 <sup>th</sup> – 24 <sup>th</sup>	Kentucky State Fair
July: 6 <sup>th</sup> – 11 <sup>th</sup>	Officer Training		





Additional dates for the year will be provided and decided at State 4-H Officer Training. Your calendar will be extremely full during your year of service; this is a job and should be considered a priority. Remember, you are required to attend all State Teen Council meetings, 4-H Summit, Teen Conference, Southern Region Teen Leadership Conference, and the State Fair. Therefore, during your term in office, you cannot apply to be on Camp Staff or hold any other Area, State, National level leadership positions for 4-H or other youth development organizations.

Please be considerate of these dates and 4-H obligations when selecting classes or making family travel plans. Serving as a State Officer in 4-H or any other youth development organization is a privilege and a significant achievement. It is expected that you will conduct yourself accordingly and understand that you will no longer be under the supervision of your County 4-H Agent. Instead, you will work with and be supervised by the 4-H Specialist and Agent advisors assigned to the 4-H Officer Program during your year of service. Failure to comply with all rules and guidelines could result in dismissal from the program.

Being an officer can open many doors of opportunity for your future through the contacts and networking opportunities you will build throughout the year. As the Specialist assigned, I will do my part to guide, advise, and assist in any way I can to ensure a successful term. Thank you for applying, and good luck with the Slating Process.

**Lodging Accommodations:** We will be utilizing the 4-H Camp in Laurel County (J.M. Feltner) for lodging. This option is exclusively available to candidates and slating committee members. All other family members are requested to arrange their own accommodation off-site.

Please note that staying at the camp is optional and not mandatory. However, if you choose not to stay at the camp, all expenses will be the candidate's responsibility. The campground lodging is the only option covered for candidates.

Candidates and committee members must RSVP for the camp option through the provided link. If you do not RSVP, a bed will not be reserved for you. The last day to RSVP is April 4th, which is also the deadline for 4-H Officer Applications.

link: [https://uky.az1.qualtrics.com/jfe/form/SV\\_1XFoHMwFFDIV1oW](https://uky.az1.qualtrics.com/jfe/form/SV_1XFoHMwFFDIV1oW)

Sincerely,



James Patrick Allen, M.S.  
University of Kentucky  
Extension Specialist for 4-H Youth Development  
Educational Experiences – Leadership – Communications





**State 4-H Officer Application Packet (Part A)**

*The completed application and reference are due April 4th, 2025*

**The Goal of a Kentucky 4-H Officer**

*“Foster the development of youth and the 4-H program”*

As a role model, representative, and spokesperson for youth in the 4-H Program, your job is to uphold the values and high standards of the Kentucky 4-H Program. Each officer represents 4-H through their actions and words, fostering a positive environment and building strong bonds with all 4-H youth in your County, Area, and across the Commonwealth.

The Slating Committee is looking for young leaders who possess the following qualities to serve Kentucky 4-H as a State Officer: *respectability, inclusivity, commitment, organization, and dependability.*

Applicants for 4-H Office must attend the scheduled slating assessment to be considered for an office. Please limit the application to this form and the other requested materials. Incomplete applications may not be considered. Follow all instructions carefully. Applications will only be accepted from 4-H members in good standing who are between the ages of 16 and 18 (based on January 1st of the application year). Applicants must remain in good standing with their county and area 4-H program to be considered for an officer position. Candidates who enter post-secondary education during the officer year must attend an institution in Kentucky. Candidates must have earned at least a Broze Award in the 4-H Achievement Program to be considered. During the year Officers are asked to attend events that require them to have a valid ID. Therefore, candidates must have a valid ID if selected as a Slated Officers.

During the term of office, individuals may not serve as a Kentucky 4-H Camp Staff member, serve as an officer on another 4-H Area/State/National level board, or serve as an Area/State/National level officer for any other organization. All application materials must be completed by the 4-H member. All materials should be typed when possible. All materials should be submitted via 4-H Online (by your County 4-H Agent or acting 4-H Agent) with all documents uploaded by April 4th, 2025.

Full Name of Applicant:		
Area:		County:
Current year in School:		
If Graduating – what are your plans for year you would be serving?		





**Interest In Offices**

Please rank the office positions in which you feel confident in serving in. First being the most confident and fifth being the least confident serving in. Remember to keep an open mind as the Slating Committee may see potential in you that you may not see in yourself! If you do not have a preference and are equally confident in serving in any position you can note that in the explanation box.

President: _____	Vice President: _____	Secretary: _____	Treasurer: _____	Reporter: _____
<p>Feel free to explain if you do not feel confident in serving in one of the positions or confident in all positions.</p>				

**These are the items that need to be included in the 4-H Officer application**

**4-H Achievement Award (Part B)**

The 4-H Achievement Award information is used to determine the depth and breath of your experience in the Kentucky 4-H Program. You will need to attach a COPY of your 4-H Achievement Award Application for the most recent achievement awarded. Applicants who have not earned the level of at least a Bronze are not eligible to apply.

**Resume (Part C)**

In Part C, please submit a professional resume. At this stage in your life, focus on including information about your education (GPA), extracurricular activities, leadership positions you hold or have held with 4-H or other youth organizations, certifications you have earned, and service projects you have assisted with or organized. To further assist you in creating a professional resume, you can contact your 4-H Agent and ask for the Kentucky 4-H Workforce Preparation and Career Readiness Curriculum resource.

**Essay (Part D)**

**Build Your Platform**

As part of the civic engagement experience at the 4-H Teen Conference, the Slated Officers (detailed in Appendix 4) will conduct a platform campaign reflecting the needs and aspirations of Kentucky 4-H members. Please submit an essay that outlines the issues and ideas you and your team would address if selected as state officers.





Your essay should consider all aspects of a comprehensive program—civic engagement, communication, and leadership. Identify a central theme that resonates with the concerns of 4-H members. This essay will serve as the foundation for your platform speech during the Prepared Speech Assessment at the slating process. You are encouraged to bring any supporting materials to enhance your platform speech during the slating process.

### **Biography and Photo (Part E)**

Please write a short biography (no more than 150 words) to introduce yourself to the 4-H Teen Conference participants if selected. Use a conversational tone, as if you were talking to your peers.

Discuss your background, qualifications, and goals as an officer. Attach a professional photo of yourself—preferably a clear headshot—this will be used for promotional materials by the State Office. Submit this along with the rest of your application on 4-H Online (by your 4-H Agent or acting 4-H Agent).

### **Reference Forms (Part F)**

Using the reference forms at the end of this application packet (Appendices 1A, 1B, 1C, 1D) obtain four references.

1. One Community member – needs the form and a **letter submitted**
2. One 4-H Agent – needs the form and a **letter submitted**
3. One 4-H Peer – needs only the form. May complete letter if desired.
4. One State 4-H or Extension Specialist Contact – needs only the form. May complete letter if desired.

If you do not have any State level involvement, look for a reference at the Area level, if this is the case the individual you choose must be approved by the Extension Specialist assigned to the 4-H Officer Program (Patrick Allen). All references should be submitted directly to your 4-H Agent to include in the application. The references should not be submitted to the applicant at any time. References should be candid and truthful discussion of your ability and potential to be an officer. One of these references **MUST BE FROM YOUR 4-H AGENT**, and the one community member should not be related to you.

### **Self – Evaluation (Part G)**

Complete a self-evaluation for the Slating Committee to see where you believe you excel and areas of opportunities/ growth. Please use the form provided in appendix 2.

### **Responsibilities, Roles, Expectations and Additional Information (Part H)**

The information that follows provides additional details about being a 4-H State Officer. This should be read by the 4-H applicant, the parents/ guardians of the applicant, and the applicant's 4-H Agent. There is a signature space for all parties to sign acknowledging these expectations at the end of this section.





All 4-H Officers:

- Support the overall mission of the Kentucky 4-H Program
- Serve as an ambassador for the Kentucky 4-H Program in general and at special events (i.e. Capitol Experience, Kentucky 4-H Foundation functions, Kentucky State Fair, etc.)
- Help plan state level 4-H events (4-H Summit, Teen Conference, etc.)
- Attend meetings and events as requested. They are expected to be fully engaged and participatory during all events and activities.
- Duties related to your officer term is the responsibility of the individual officer. While we support parent/guardian/family and County 4-H Agent involvement, the State 4-H Office will communicate and work directly with the individual officer and expect the same standard from the officer in return. Parameters will be agreed upon by the individual officer and the State 4-H Office of individuals involved in events and activities outside of the officer team and advisors prior to the event or activity.
- Complete the requirements of your position (budget, reports, etc.) in a timely, accurate and professional manner.
- Work with state and county 4-H staff members as requested. Officers will attend 4-H programs at the county, area and regional levels as invited. Officers will develop a team program and conduct programs as requested.
- Speak at conferences, banquets and events affiliated and approved non-affiliated with 4-H.
- Plan, prepare and run 4-H State Teen Council under the advisement of the State 4-H Specialist, maintain order and productiveness at all functions associated with State Teen Council.
- Adhere to all deadlines, expectations, rules, and codes of conduct as established (In general and/or for specific events).
- Demonstrate enthusiasm and a strong work ethic for all that is required of them. Additional duties as required, beyond those listed in this application, may be requested of all officers.
- This position is for the term of one year and viewed the same as a Job, it should be given priority amongst all other extra-curricular activities, or county level 4-H projects.
- As a slated officer you have been selected over others that applied because of the qualities demonstrated in the Slating process. Please be considerate, and respectful of all applicants that were not selected.

President:

- Preside and/or participate in meetings when required.
- Speak at the Farm Bureau Annual Meeting and other 4-H and approved Non-4-H programs as required.
- Serve as a member of the Kentucky 4-H Foundation Board of Directors (This is a Two-year appointment).
- Serve as a member of the Kentucky State Fair Board (if invited).
- Serve on the State Board of Agriculture (if invited).





Vice President:

- Assume the duties of the President in their absence. If the President leaves or is dismissed from office, the Vice-President will immediately assume the office of President.
- Work with committee chairs and the committee structure for the State Teen Council.
- Manage State Teen Council Mentor/ Mentee Program.
- Manage the amendments to the Constitution/ Bylaws.
- Speak at 4-H and approved non-4-H programs as required.

Secretary:

- Record and maintain minutes, information, and correspondence for all State Teen Council functions.
- Conduct “Secretary Book” audit at the end of their term.
- Manage member absentee policy for State Teen Council.
- Chair the Peer Review Committee of the State Teen Council.
- Speak at 4-H and approved non-4-H programs as required.

Treasurer:

- Manage all financial records, monies, bills, and payments for the State Teen Council.
- Receive and handle all monies involved.
- Conduct “Treasurer’s” audit at the end of their term.
- Prepare Treasurers Report for each State Teen Council meeting.
- Speak at 4-H and approved non-4-H programs as required.

Reporter:

- Manage and promote the State Officer team social media accounts and website.
- Promote the 4-H brand through external correspondence and alumni relations.
- Create monthly State Officer Team updates.
- Serve as a liaison between the State Teen Council and other leadership Boards.
- Serve on the Marketing/ Newsletter Committee of the State Teen Council.
- Speak at 4-H and approved non-4-H programs as required.

Additional Information:

- It is possible that not all applications submitted for an office position will be granted an interview. Likewise, not all interviewees will be slated for an office.
- As of the application deadline, all policies and procedures governing applicants and the slating process apply to all parties involved.
- The state Slating Committee is empowered to make all final decisions concerning who will or who will not be slated as an officer.
- The Slating Committee includes present and immediate past State Officers, 4-H Youth Development Agents assigned as the Area Contact, State Teen Council Advisors, the Chair of each State Level Leadership Board, One 4-H Foundation member, and chair and co-chair of slating committee of State Teen Council.







- Applicants will be asked to demonstrate their communication ability through several prepared speeches, impromptu speeches, and cold reading during their interview. The Slating Committee will have the right to seek answers to additional questions if necessary to help make the best decisions possible.
- The deliberations of the Slating Committee are confidential and only the results of their decisions will be released.
- It is strongly recommended that applicants have been a member of a State Level Leadership Board and attended 4-H Teen Conference. They should have a thorough understanding of the Kentucky 4-H Program and its many parts.
- Being a 4-H Officer requires a strong level of trust and personal responsibility. These youth will often travel alone or with other teens and attend events without direct adult supervision. They should give a high priority to 4-H, maintain consistent academic standards, and have the support of their family and 4-H Agent(s).
- They should have reliable transportation to all required functions. A poor driving record or report of unsafe driving behavior could result in suspension of activities or dismissal from office.
- They must follow all rules and guidelines associated with the application process, slating and officer campaigning.
- Applicants who are Slated are required to attend a weeklong training conducted by 4-H Specialist assigned to 4-H State Officer Program after Teen Conference. (July 6<sup>th</sup> – 11<sup>th</sup>) details will follow.
- Slated Officers are encouraged to remain active in their county program. They should not serve in an officer/ chair position at the county or area level. They cannot serve as State or National Officers in other youth organizations during their year in office.

I have read and understand what is required of a State 4-H Officer. As a 4-H member I will support and abide by ALL outlined policies and procedures. (By signing you are acknowledging that you have read and agree to these responsibilities, roles, and expectations).

4-H Member Applicant:

4-H Member's Parent/ Guardian:

4-H Agent:

**Questions about this application, the slating process or being a 4-H Officer can be directed to  
Patrick Allen, 4-H Extension Specialist  
4-H Youth Development for Educational Experiences – Leadership – Communication  
[Patrick.allen@uky.edu](mailto:Patrick.allen@uky.edu)**





## Appendix 4

### *Kentucky 4-H State Officer Slating Process*

#### **The Slating Committee:**

The Slating Committee may consist of:

- Representative from the Kentucky 4-H State Office
- One 4-H Agent from each of the Kentucky Cooperative Extension Program Area
- Current 4-H State Officers
- Immediate past 4-H State Officers
- State 4-H Officer Advisors
- State Teen Council Elections Committee Chair and Co-Chair
- Chair or representative from each Kentucky 4-H Leadership Board
- Two representatives of the Kentucky 4-H Foundation

The Committee will consist of representatives of each of the 4-H membership areas: 4-H youth development professionals, current 4-H members and leaders, 4-H alumni, and 4-H Foundation.

The Slating Committee's purpose is to put together the best team for Kentucky 4-H based on individual's potential and qualities individuals possess. The goal is not to advocate or promote for a specific area or program area. The focus should be on the larger picture of Kentucky 4-H.

#### **Process:**

The process will consist of a paper assessment and verbal interview portion.

4-Hers self-select and apply or 4-Hers may nominate other 4-Hers to apply - must meet the criteria to apply. They DO NOT have to be nominated. The only person that will know they were nominated is the Specialist overseeing the process and the 4-Her. The Slating Committee will NOT know this information.

The paper application will include the following:

- Information Sheet
- Copy of Kentucky 4-H Achievement Program Application (Achieved: Bronze, Silver or Gold)
- Professional Resume
- Essay
- Biography and Professional Photo
- Reference Forms (4-H Peer Recommendation, 4-H Agent, Community Recommendation, State Level Recommendation)

The interview portion will include the following:

- Networking Reception (25%)
- Teamwork (25%)
- Teaching (15%)
- Impromptu Speech and Interview (20%)
- Prepared Speech and Interview (10%)
- Officer Skills Written Assessment (5%)





If the application is completed in its entirety and individual meets requirements to serve, then the application will go onto the committee to be used in the slating process.

The scores from the interview and application will provide the Committee with a foundation to begin creating a slate of 4-H officers. Please note that if the Committee decides to exclude candidates based on a designated minimum score, this standard will be applied equally to all candidates holding the same or lesser score. This decision will be made before finalizing scores to ensure the integrity of the process.

Feedback from recommendations forms and 4-H Agents will be incorporated into the Slating Committee's discussions. The Slating Committee is tasked with assembling a team that represents the diverse interests of the Kentucky 4-H Program. The Slating Committee finalizes selection of the 4-H State Officers with a formal announcement to the Kentucky 4-H Program.

The Slated Officers will be referred to as "Slated Officers" from announcement until they are sworn into office at the end of Teen Conference.

### **Slating Committee Officer Target:**

- The Slating Committee has set a target of characteristics that 4-H Officers should possess:
- Respectable
- Inclusive
- Committed
- Organized
- Dependable

### **Youth Voice:**

The goal of this process is to intentionally maximize youth voice, utilizing youth voice in a more effective and impactful way. Youth have several opportunities to be a part of this process:

- Nomination Process
- Peer Recommendation
- Representation of State Teen Council Members and Leadership Board Representatives on the Slating Committee. The Slating Committee is made up of the majority youth membership.
- Civic Engagement at Teen Conference (see below)

### **Youth Representative Selection:**

- The Returning State Teen Council Members will be given the opportunity to apply for Elections Chair. The Elections Chair position will be a returning State Teen Council Member for the next year. Those running for Elections Chair will give a speech at the June State Teen Council Meeting and will be elected by their peers.
- The State Teen Council Members will be given the opportunity to apply for Elections Co-Chair. The Elections Co-Chair position will be either a new or returning State Teen Council Member. Those running for Elections Co-Chair will give a speech at the September State Teen Council Meeting and will be elected by their peers.





- The Leadership Boards may select their Chair or another Representative to represent their programming area on the Slating Committee.
- Again, the goal of the youth on the Slating Committee is to work together to find the best leaders for Kentucky 4-H, not advocate for their area or programming area.
- There will be training for all who participate in the Slating Committee to ensure the purpose and goals of the committee are understood.

### **Civic Engagement at Teen Conference:**

Slated Officers will be required to complete the following leading up to and during Teen Conference:

- Each slated officer will design a platform that could potentially be utilized as the team's platform for their term in office. This platform represents issues and ideals they would like to focus on throughout their term.
- The platform the slated officer discusses in their application for State Officer will be the platform utilized in the Slating process for the prepared speech assessment.
- Slated Officers must attend training regarding the preparation of the 4-H Platform for Teen Conference.
- The Slated Officers will develop a proposal for campaigning and submit it to State 4-H Advisor for approval.
- The platform should utilize SMART goal guidelines with the goal of implementing statewide.
- The first day of Teen Conference will be spent speaking to constituents about their platform---gaining support. Campaign materials and campaign team may be utilized.
- On the second day of Teen Conference the slated officers will present their speech. Must utilize quotes and information gathered from the first day of Teen Conference.
- On the third day of Teen Conference the constituents will vote on the platform they feel best showcases their needs as 4-H members. Everyone attending 4-H Teen Conference will vote. In addition to the 4-H Officer Platform, the constituents will vote on the tagline for Kentucky 4-H.
- On the fourth day of 4-H Teen Conference the officer team will be expected to work together to present a call to action to the entire delegation to become involved in this platform. This will serve as an incoming speech.
- Slated Officers will not take office until the last day of Teen Conference.
- The outgoing officers will give the green jacket to the incoming officers prior to retiring their green jacket.





**Appendix 1A**

**Recommendation Form (Community Member)**

**Form and Letter are needed for this reference**

*This should not be your Agent, or someone related to the applicant. This form and letter should be submitted directly to the 4-H Agent from the person completing the reference.*

Name of Applicant:	County of Applicant:
Name of Reference:	Email of Reference:

<p>Please rank the applicant based on your knowledge of their abilities in the following areas.          (Scale: 1 = skill not apparent/ poor, 2 = very little experience/ below average, 3 = some experience or potential/ average, 4 = very experienced/ above average, 5 = master/ exceptional, N/K = no knowledge/ have had little interaction)</p>	
Leadership Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Organizational Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Motivation	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Follow-Through	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Teamwork	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Maturity	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Cooperativeness	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Sensitivity towards Others	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Energy & Enthusiasm	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Confidence	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Ability to Handle Stressful situations	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Discipline	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Peer Support	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Accepting Advice & Guidance	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Overall:	<input type="checkbox"/> Yes, I recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> No, I do not recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> Recommend with hesitation, please explain in Letter attaching with form. Additional Comments:





**Appendix 1B**

**Recommendation Form (4-H Agent)**

**Form and Letter are needed for this reference**

*This should be your Agent unless your agent is related, then applicant will choose another agent for reference. This form and letter should be submitted directly to the 4-H Agent from the person completing the reference.*

Name of Applicant:	County of Applicant:
Name of Reference:	Email of Reference:

<p>Please rank the applicant based on your knowledge of their abilities in the following areas. (Scale: 1 = skill not apparent/ poor, 2 = very little experience/ below average, 3 = some experience or potential/ average, 4 = very experienced/ above average, 5 = master/ exceptional, N/K = no knowledge/ have had little interaction)</p>	
Leadership Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Organizational Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Motivation	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Follow-Through	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Teamwork	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Maturity	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Cooperativeness	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Sensitivity towards Others	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Energy & Enthusiasm	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Confidence	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Ability to Handle Stressful situations	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Discipline	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Peer Support	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Accepting Advice & Guidance	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Overall:	<input type="checkbox"/> Yes, I recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> No, I do not recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> Recommend with hesitation, please explain in Letter attaching with form. Additional Comments:





**Appendix 1C**

**Recommendation Form (4-H Peer)**

**This form needed only**

*This should not be your Agent, or someone related to the applicant. This form should be submitted directly to the 4-H Agent from the person completing the reference.*

Name of Applicant:	County of Applicant:
Name of Reference:	Email of Reference:

<p>Please rank the applicant based on your knowledge of their abilities in the following areas.          (Scale: 1 = skill not apparent/ poor, 2 = very little experience/ below average, 3 = some experience or potential/ average, 4 = very experienced/ above average, 5 = master/ exceptional, N/K = no knowledge/ have had little interaction)</p>	
Leadership Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Organizational Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Motivation	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Follow-Through	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Teamwork	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Maturity	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Cooperativeness	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Sensitivity towards Others	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Energy & Enthusiasm	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Confidence	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Ability to Handle Stressful situations	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Discipline	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Peer Support	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Accepting Advice & Guidance	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Overall:	<input type="checkbox"/> Yes, I recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> No, I do not recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> Recommend with hesitation, please explain in Letter attaching with form. Additional Comments:





**Appendix 1D**

**Recommendation Form (State 4-H or Extension Contact)**

**This form needed only**

*This should not be your Agent, or someone related to the applicant. This form should be submitted directly to the 4-H Agent from the person completing the reference.*

Name of Applicant:	County of Applicant:
Name of Reference:	Email of Reference:

<p>Please rank the applicant based on your knowledge of their abilities in the following areas.          (Scale: 1 = skill not apparent/ poor, 2 = very little experience/ below average, 3 = some experience or potential/ average, 4 = very experienced/ above average, 5 = master/ exceptional, N/K = no knowledge/ have had little interaction)</p>	
Leadership Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Organizational Skills	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Motivation	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Follow-Through	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Teamwork	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Maturity	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Cooperativeness	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Sensitivity towards Others	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Energy & Enthusiasm	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Confidence	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Ability to Handle Stressful situations	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Self-Discipline	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Peer Support	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Accepting Advice & Guidance	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> N/K
Overall:	<input type="checkbox"/> Yes, I recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> No, I do not recommend this individual as a Kentucky 4-H Officer. <input type="checkbox"/> Recommend with hesitation, please explain in Letter attaching with form. Additional Comments:







**Appendix 2**  
**Self-Evaluation**

**Please use this form to evaluate yourself in relation to your ability to serve as a Kentucky 4-H Officer**  
*This form should be submitted with application directly to the 4-H Agent.*

Name of Applicant:	County of Applicant:
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Please rank the applicant based on your knowledge of their abilities in the following areas. (Scale: 1 = skill not apparent/ poor, 2 = very little experience/ below average, 3 = some experience or potential/ average, 4 = very experienced/ above average, 5 = master/ exceptional, N/K = no knowledge/ have had little interaction)												
Leadership Skills	__	1	__	2	__	3	__	4	__	5	__	N/K
Organizational Skills	__	1	__	2	__	3	__	4	__	5	__	N/K
Self-Motivation	__	1	__	2	__	3	__	4	__	5	__	N/K
Follow-Through	__	1	__	2	__	3	__	4	__	5	__	N/K
Teamwork	__	1	__	2	__	3	__	4	__	5	__	N/K
Maturity	__	1	__	2	__	3	__	4	__	5	__	N/K
Cooperativeness	__	1	__	2	__	3	__	4	__	5	__	N/K
Sensitivity towards Others	__	1	__	2	__	3	__	4	__	5	__	N/K
Energy & Enthusiasm	__	1	__	2	__	3	__	4	__	5	__	N/K
Confidence	__	1	__	2	__	3	__	4	__	5	__	N/K
Ability to Handle Stressful situations	__	1	__	2	__	3	__	4	__	5	__	N/K
Self-Discipline	__	1	__	2	__	3	__	4	__	5	__	N/K
Peer Support	__	1	__	2	__	3	__	4	__	5	__	N/K
Accepting Advice & Guidance	__	1	__	2	__	3	__	4	__	5	__	N/K
Feel Free to use this space to explain any of your rankings:												

