



5th Grade **PRESIDENTS:**

LEAD BY EXAMPLE!

DUTIES OF THE PRESIDENT:

ALL MONTH:

1. Participate in 4-H
2. Do a 4-H demonstration in class the first month, brings community service each month, participates in contests, active in 4-H, and HAVE FUN IN 4-H!
3. Encourage other 4-H'ers to participate in activities
4. Remind 4-H'ers of next meeting date
5. Make sure other officers are doing their jobs

DURING 4-H MEETING:

1. Preside at 4-H Meetings
2. Stand-in for absent officers
3. Assist 4-H Leader

ADDITIONAL ASSIGNMENT:

DPA at the Cloverleaf level!

Will have practice at the office in December, with one-day event (competition) in Floyd County in February 2018 – families bring 4-H'ers so they are invited too.



5th Grade VICE-PRESIDENTS:

LEAD BY EXAMPLE!

DUTIES OF THE VICE-PRESIDENT

ALL MONTH:

1. Participate in 4-H
Does a 4-H demonstration in class the first month. Brings community service each month, participates in contests, active in 4-H, and HAVE FUN IN 4-H!
2. Remind 4-H'ers of next meeting date
3. Encourage other officers to present their demonstrations

DURING 4-H MEETING:

1. HAVE SOMETHING TO WRITE WITH TO RECORD NEXT MONTH'S PRESENTERS.
2. Lead the 4-H Pledge.
3. Recite the Thought for the Day.
4. Introduce classmates giving demonstrations and introduce 4-H leader's monthly presentation
5. Sign classmates up to present their demonstrations and provide presentation rubric to each. Remind them to bring it.
6. Post meeting notice reminder in classroom.
7. Stand in for the President if the President is absent.

ADDITIONAL ASSIGNMENT:

DPA at the Cloverleaf level!

Will have practice at the office in December, with one-day event (competition) in Floyd County in February 2018 – families bring 4-H'ers so they are invited too.



5th Grade - SECRETARIES

LEAD BY EXAMPLE!

DUTIES OF THE SECRETARY

ALL MONTH:

1. Participate in 4-H.
2. Does a 4-H demonstration in class the first month, brings community service each month, participates in contests, active in 4-H, and HAVE FUN IN 4-H!
3. Encourage other 4-H'ers to participate in activities
4. Remind 4-H'ers of next meeting date

DURING 4-H MEETING:

1. HAVE SOMETHING TO WRITE WITH TO RECORD MINUTES.
2. Read the minutes from the last meeting
3. Listen carefully each meeting and take the minutes/notes for each meeting.
4. Give your minute sheet to your 4-H Leader OR put it in the class 4-H box/tray for next month's meeting.

ADDITIONAL ASSIGNMENT:

DPA at the Cloverleaf level!

Will have practice at the office in December with one-day event (competition) in Floyd County in February 2018 – families bring 4-H'ers so they are invited too.



5th Grade REPORTERS:

LEAD BY EXAMPLE!

DUTIES OF THE REPORTER:

ALL MONTH:

1. Participate in 4-H.
2. Does a 4-H demonstration in class the first month, brings community service each month, participates in contests, active in 4-H, and HAVE FUN IN 4-H!
3. Encourage other 4-H'ers to participate in activities
4. Remind 4-H'ers of next meeting date

PRIOR TO 4-H MEETING:

Write a short article about 4-H. Make it exciting! Your article may be featured in next month's Cloverleaf newsletter or the Paulding Co. Extension Facebook Page.

DURING 4-H MEETING:

1. Read your news article.
2. Read the Monthly Announcements at each meeting.
3. Give your news article to your 4-H leader. Make sure your name, teacher's name and school are written on the paper.

ADDITIONAL ASSIGNMENT:

DPA at the Cloverleaf level!

Will have practice at the office in December, with one-day event (competition) in Floyd County in February 2018 – families bring 4-H'ers so they are invited too.



5th Grade COMMUNITY SERVICE CHAIR

LEAD BY EXAMPLE!

DUTIES OF THE COMMUNITY SERVICE CHAIR

ALL MONTH:

1. Participate in 4-H
2. Presents a 4-H classroom demonstration the second month, donates a community service item each month, participates in contests, active in 4-H, and HAVE FUN IN 4-H!
3. Encourage other 4-H'ers to participate in activities
4. Remind 4-H'ers of next meeting date

PRIOR TO 4-H MEETING:

1. **Collect and count items turned in. Have this done before your meeting starts.**
(Pop tabs, used ink cartridges, community service items, signed newsletter slips, and COMPLETED 4-H Friends Book).
2. Write your totals on your worksheet.

DURING 4-H MEETING:

1. HAVE SOMETHING TO WRITE WITH TO RECORD POINTS.
2. When called upon, report on the amount of Pop tabs, community service items, signed newsletter slips, and COMPLETED 4-H Friends Books that were collected.
3. Ask students if they have a UGA/4-H item, attended any 4-H Specialty club meetings, attended a 4-H event, or have any contest entries.
(These are separate items on your point sheet.)

ADDITIONAL ASSIGNMENT:

DPA at the Cloverleaf level!

Will have practice at the office in December, with one-day event (competition) in Floyd County in February 2018 – families bring 4-H'ers so they are invited too.