



Agreement for Growth in Leadership Life Skills

This agreement is between _____
(4-H member's name)
 serving in a leadership role in the 4-H program, and _____
(helper's name)
 serving in the helper's role.

This agreement begins _____ and ends _____
(date) (date)

Duties of Leadership Role. You may complete all or part of the duties listed on the role description. List those duties you will do.	Leadership Life Skills you want to learn (see your self-evaluation).	Learning Experiences you will do to learn these skills.

Materials supplied by the 4-H program _____

Signed _____
(4-H member) (helper)

Date _____ ***This agreement may be revised at any time.***

4-H Leadership Role Description: **REPORTER**

Duties	Life Skills	Self-Evaluation	Learning Experiences
<p>Tasks that a 4-H should complete for the group to be successful.</p>	<p>This column lists the life skills you need to complete each duty. Life skills are doing, thinking and feeling skills which help you succeed in everyday life. Some life skills may be needed for more than one duty.</p>	<p>Measure your ability to perform leadership life skills. Indicate with an "x" how well you perform each life skill</p> <p>Need to learn Need to improve Can do well</p>	<p>After you evaluate your leadership skills, select learning experiences to help develop them. The learning experiences listed are only suggestions. Your helper will also have ideas for learning activities.</p>
<ol style="list-style-type: none"> 1. Attend meetings. 2. Take accurate notes during meeting. 3. Be responsible and efficient. 4. Deliver events to all news media. 5. Responsible for overall promotion of 4-H news media. 6. Report to county reporter. 7. Special events photographed. 8. Motivation to encourage reporting. 	<p>Showing responsibility.</p> <p>Writing effectively. Listening.</p> <p>Listening effectively. Organization of materials.</p> <p>Record-keeping Getting along with people</p> <p>Showing responsible attitude. Communicate with others.</p> <p>Management</p> <p>Management.</p> <p>Motivating others.</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Observe other reporters.</p> <p>Officer's training. Study format of news articles. Practice good spelling and penmanship.</p> <p>Listening tests. Review notes with leader.</p> <p>Field trip to news media. Find out deadlines for news articles. Learn proper letter writing procedures.</p> <p>Provide writing experiences. Be aware of current activities.</p> <p>Provide good examples.</p> <p>Learn photography skills. Keep a scrapbook of pictures.</p> <p>Practice skills on communication. Have a news writing contest.</p>