

1958 PLAN OF WORK

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Home Demonstration Agent

Dinwiddie County

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I. County Situation

A population of 19,000, one third white, 50% farm is the picture presented by the 1950 census. Many new homes and housing projects would seem to indicate that these figures have changed somewhat, with more people living in the county and working in Petersburg.

Tobacco, corn, peanuts, soybeans and small grains are the leading farm products. The median income was \$1,620 as of the 1950 census, with 60% of the population having an income of less than \$2,000. The standard of living among the whites is good and reflects good management. Many of the families produce a large percentage of their own food.

There are many old houses, needing repairs, added conveniences and storage space. Many of the homemakers work, either full time or part time away from home or else assist with the farm operations.

Home Demonstration Club members represent a stable segment of the population with a good educational and

cultural level. However there are many other organizations which compete for their time and interest.

II. County Extension Program - Adult

A. Organization

1. Dinwiddie County does not have an Agricultural Extension Service Board at the present time.
2. County Home Economics Council

Further effort will be made in 1958 to organize such a group. Some progress in this direction in 1957 did not result in a formal organization. Program planning will be initiated on a county wide basis in February. Local business and professional women will be invited to the first program planning meeting in advance of program planning in the clubs, and asked to return to the final one in April after the club summaries have been made.

3. General Interest Committees

There are none at the present but if the effort to organize a Home Economics Council is successful an attempt will be made to organize at least one General Interest Committee, probably a Safety Committee as that is where the interest seems concentrated at present.

4. County Home Economics Committees

There are none

5. County Home Demonstration Club Committee

This group is composed of at least one representative from each club plus county officers and committee chairmen. It is an active group that serves well. Four regular meetings will be held in March, June, September and December. This group has named a joint committee to meet in January to set up goals and standards and supply score cards for club achievement, Individual H.D. files and club scrapbooks.

This group will be the core of the county wide program planning and will be active in the effort to organize a County Home Economics Council and General Interest Committees. It will guide long range planning and be consulted on plans to evaluate what has been done.

This group plans all County wide activities of the H.D. Clubs and conducts the business of the clubs on a county level. This group provides active 4-H leadership and financial assistance to the 4-H club program.

B. Project Work

1. Improvement of Home Grounds

(a) Objectives

1. To stimulate interest in beautification of home grounds.
2. To provide information that will help families in their planning and planting of home grounds and in caring for home grounds.
3. To have each member of an H.D. club do something definite toward improvement of her home grounds.
4. Each member of an H.D. Club do something toward helping a non member improve or plan home grounds beautification.
5. Have members exchange plantings for perennial borders.
6. Have a county tour of some outstanding home grounds.
7. Develop two or three result demonstrations in home grounds beautification.

(b) Procedure

1. Four demonstrations in this area are planned.
The topics are:

Choosing Evergreens

Care of Shrubs

Pest Control on Shrubs

Planting a Perennial Border

Training of leaders for these demonstrations will be done by horticulture and entomology specialists from V.P.I.

2. A County tour of outstanding home grounds is planned for early fall.
3. Two or more families who are being assisted with specific home grounds problems will be asked to use their home grounds as result demonstrations over a long range period.
4. The perennial plant exchange will be carried out at the October Club meetings in connection with the demonstrations.

1. Housing

(a) Objectives

1. To help homemakers find the answer to some of their storage problems, with emphasis on bedroom and kitchen storage.
2. To help those homemakers who have need for planning to adopt houses to large or too small for family needs.
3. To have at least one or two result demonstrations in the storage area.

(b) Procedure

1. Three demonstration are planned.

Planning and utilizing available space for clothing storage.

Utilizing kitchen storage space to best advantage.

adopting your home to changing family needs.

Leaders for these demonstrations will be trained by housing and home management specialists from V.P.I.

2. One or more families who receive specific help with storage problems will be asked to serve as result demonstrators.
3. A house plans workshop is planned for March to be conducted by one of the Agricultural Engineering Specialists. This will be a special interest meeting.
4. An effort will be made to take some "before and after" pictures of storage improvements made and to use newspaper stories to give local publicity to these improvements.

3. Home Furnishings

- (a) Objectives

1. To give information that will help homemakers with home furnishings arrangement.

- (b) Procedure

1. One demonstration on making a house furnishings plan is scheduled, to be given by the agent, after training by the specialist.

2. Specific help with individual home furnishings problems will be given as requested.
3. A special interest meeting to teach caning of chairs will be held in September, with assistance from the specialist.

4. Clothing

(a) Objectives

1. To give information and demonstrations to assist club members who wish to make tailored suits and coats.

(b) Procedure

1. The agent has received special assistance from the clothing specialist in preparation for teaching tailoring and will conduct a series of five tailoring demonstrations for each group of 10 to 12 homemakers wishing this help. There will probably be two or three groups.
2. To give all club members the opportunity to see the finished suits and coats by having them modeled at some county wide event, probably at Achievement Day.

(c) Federation Program of Work

Safety and Civil Defense have been chosen for

the Federation Program of Work Projects.

1. Safety

(a) Objectives

1. Create an awareness in club members that safety is a full time job in the home, on the farm, in business and on the highways.
2. Keep all poisons and medicine out of the reach of children, label all poisons.
3. Secure more information on safety in all walks of life.
4. Learn basic principles of first aid and provide first aid kits in our homes and automobiles.
5. Enlist the services of state troopers in teaching highway safety.
6. Have a ten-minute club discussion period during at least ten club meetings of the year to help accomplish the above.

(b) Procedure

1. The Federation Program of Work Chairman will study and prepare information to be presented to all the clubs each month.
2. Members will be furnished a check sheet to report the safety practices inaugurated as a result of this program.

2. Civil Defense

(a) Objectives

1. To create an awareness of the need for Civil Defense information and action.
2. To list some definite practical activities in Civil Defense in which homemakers can participate.

(b) Procedure

1. Two county wide meetings will be held in December to present general information on Civil Defense with the assistance of specialists from the state office of Civil Defense.
2. Each club will chose a specific area of Civil Defense for further study and action.
3. Through county wide publicity via newspapers and television and effort will be made to arouse general interest in safety and Civil Defense.

D. Other Activities

(a) Objectives

1. Strive for award (\$10.00) for outstanding W.D. Club.
2. Strive for award (\$ 5.00) to individual for best W.D. File in county.
3. Have delegate at training meetings and club activities.
4. Read at least five books from Federation list.
5. Send delegate to Institute of Rural Affairs.
6. Furnish leadership and financial aid to 4-H Clubs.

7. Report club activities to newspaper; keep scrapbook.
2. National Home Demonstration Week will be observed by newspapers and television publicity and attendance at the District Meeting.

3. Achievement Day

In October all clubs will participate in a meeting and luncheon as a climax of the years work. Recognition for individual and club accomplishments will be given.

4. Tours.

Small tours within the county to observe improvements in home grounds and storage will be made.

One or more buses will be chartered for a county wide tour in May or June to some point of interest which has not yet been chosen.

5. Reading Program

Special emphasis will be placed on good reading under the leadership of the county Library Chairman. It is here goal to at least double the number of reading certificates earned in 1958 which would be a total of 52 certificates.

6. Picnics

The clubs will entertain their families at club picnics in July.

III. Farm and Home Development

This program has been carried on in the county with only one family and little was done in 1957. There is no active committee and it would seem that a whole new program must be developed.

There has been some resistance of families to cooperation with this type of program, due seemingly to the detailed record keeping. However, with the somewhat broader approach outlined at the District Agents conference, it should be possible to begin work with four or five families this year. This agent is new in the county and requests assistance from the District Agent in recognizing the possibilities and planning the approach and determining methods. It would seem that a committee could be helpful and that families must be approached first on an individual basis.

It will be an achievement if five families could be persuaded to cooperate with this program in 1958.

IV. County Extension Program - Youth

A. Organization

1. No county youth council
2. No county Youth Committees
3. County L-H Council

Composed of officers of the six 4-H clubs. A new but promising organization with a group of capable officers who are quite active in their own clubs and in the county program. This group, with some of the 4-H leaders served as the Program Planning Committee and planned the 4-H yearbook. They will furnish the 4-H Journal Staff and will plan all county activities. The council has offered a banner for clubs achievements. In an attempt to encourage a more active club program, we the members of the 4-H Council offer a County Banner to the club which attains the most points, based on the following score card. The score to be kept by club secretaries and extension agents and the banner awarded at the Achievement Day in the fall of 1958.

	<u>Points</u>
1. Percentage increase in enrollment in 1958	15
2. Average attendance at meetings	5
3. Participation in National, State and County Contests	10
4. Attendance at State and District Camps	5
5. Projects completed and record books turned in	20
6. Projects exhibited at fairs, etc.	5
7. Participation in 7 County Parade	10
8. Members entered on judging teams	10
9. Members entered on demonstration teams	10
10. Attendance at Achievement Day	10

The Council is making plans to raise money to help finance some of the county activities.

4. There are a few all stars in the county, but they are not organized. Listing and organizing this group is a long time goal.
5. There is no honor club at present.
6. Project planning committee

The 4-H Council with five leaders and two parents, served as a program planning committee.

7. Leaders Association

Organization of a 4-H Leaders Association is a long time goal, but more leaders are needed and the leaders need to be strengthened with more training.

B. 4-H Project Work

1. Foods

(a) Objectives

1. To teach good food habits to all 4-H members.
2. To help 4-H girls enjoy cooking and serving food properly.
3. To teach standards in food judging.
4. To help 4-H girls learn to give a good demonstration .
5. To stimulate interest in further work in food preparation.

(b) Procedure

1. Have two training meetings for L-N foods leaders.
2. Help each leader and her group plan each project meeting and work to be done at home. Help leaders to see that each member has work sheet completed. As first, second and third year girls are involved, the plans will be slightly different for each group and for members within the group.
4. Work individually with the 5 or 6 older girls who are taking breadmaking and food preservation projects.
5. Give each group specific help with giving demonstrations and judging.
6. Encourage members to exhibit at either the Southside or Blackstone Fair.
7. See that recognition is given for accomplishments in this project.

2. Clothing

(a) Objectives

1. To help L-N girls see the need for careful wardrobe planning.
2. To give information that will be of help in the selection and care of ready made garments.
3. To help girls learn to choose fabrics suited to their

needs and patterns suited to their individual figure problems.

4. To teach good methods of clothing construction and standards for judging clothing.
5. To teach proper use and care of the sewing machine.

(b) Procedure

1. Two training meetings for leaders. Plan with each leader.
2. Give individual help to clubs where leaders feel they cannot do all the teaching.
3. Allow plenty of time for practice in using the machine
4. Use the county owned A-H Club sewing machine to the best advantage. See that it is made available to all groups needing it.
5. Give special emphasis to preparing fabric to gain perfection before cutting garments.
6. See that each member has had an opportunity to see a construction process demonstrated before she is expected to do it.
7. Have at least eight special project meetings for each group taking clothing projects. These meetings will be held on Saturdays until June, when several all day meetings are planned for finishing garments

8. Encourage members to exhibit at Fairs.
9. Give recognition for accomplishment.

3. Home Improvement

(a) Objectives

1. To help A-W girls develop a sense of pride in improving and caring for a particular unit in their homes. Most of these are room improvement projects but some involve other units in the house or home grounds.
2. To teach principles of design, use of color and furniture arrangement.
3. To encourage members to appreciate and use materials at hand to make attractive accessories.

(b) Procedure

1. Visit each girl near the beginning and again near the completion of each home improvement project.
2. Plan with leaders so that either leader or agent will give the demonstration necessary for work planned by the girls.
3. Give local publicity to improvements made through club tours and newspaper stories and pictures.
4. Give recognition for accomplishments.

4. Wildlife - Song and Game Birds

(a) Objectives

1. To have all members complete wildlife as a county wide related project.
2. To add interest to club programs by studying birds and other wildlife.
3. To increase appreciation of nature and the out-of-doors in club members.

(b) Procedure

1. Use movies, bird song recordings, demonstrations and bird walks to add interest to meetings.
2. Allow one meeting for completion of wildlife project records.

5. Electric

(a) Objectives

1. To have A-H members learn more about electricity and to relate its use to their other projects in Home Economics.

(b) Procedure

1. To work with the Assistant County Agent in providing one or more all day meetings where the practical use of electricity will be taught.
2. To give assistance with the necessary records involved

in this project.

6. Home Management

There are six housekeeping and four laundry projects being carried. Help will be given on an individual basis through home visits.

C. A-H Activities

1. Club and County contests in public speaking, talent, demonstrations and judging will be held in February and March. County Dress Review will be held in March. Winners will represent the county in District contests.

2. Seven County Parade and Field Day

Dinwiddie County will participate with other nearby counties in this parade to be held in Crewe, in late April. Five floats are now being planned.

3. Rural Life Sunday

This day will be observed all over the county by A-H'ers attending church in a group and in some cases A-H members taking part in the services.

4. A-H Camp

There is much interest in attendance at the District Camp in July.

5. County Picnic

A county wide picnic for A-H members is planned for June.

6. A-H Achievement Day

This will be held in November. A special effort will be made to have parents attend this meeting, so it will probably be a dinner meeting.

D. Young Men and Young Womens Work

There is no organized program in this area in Dinwiddie County at present.

V. Scope of Work

A. Organization	<u>No. in 1957</u>	<u>Goal 1958</u>
Number of home demonstration clubs	10	11
Membership	195	215
Number of A-H Clubs	6	8
Membership	140	190
Number of young men and women's clubs	0	0
Membership	0	0
Number community improvement clubs	0	0
Membership	0	0
Number home economics committees	0	1
Number general interest committees	0	2

Number youth committees	0	1
Number other organizations	0	0
Number farm and home development families	1	5

VI. Plan for Leadership	<u>No. in 1957</u>	<u>Goal 1958</u>
A. Over-all Program Leaders (Organization leaders for county extension service board)	0	0
B. Home Demonstration Club Leadership	<u>No. in 1957</u>	<u>Goal 1958</u>
Number organizational leaders	100	120
Number project leaders (subject matter)	48	70
No. Federation program of work chairmen	11	12
Number program development leaders	11	12
Number result demonstrators	5	10
Number meetings at which leaders were trained by specialists	5	4
Number meetings at which leaders were trained by district agents	1	0
Number meetings at which leaders were trained by agent	4	6
Attendance at training meetings	133	70
No. club meetings held by leaders without agent present	40	40
No. club meetings in which leaders assisted	80	80
Total number demonstrations given by leaders	40	70
No. talks or discussions by leaders	30	10

Plan for training and Using Leaders

Organization leaders will set up standards and score card for club and individual achievements and club scrap books. They will plan all county activities, including achievement day and will plan the 1959 year book.

Program planning leaders will be trained in February by the agent, following training from the District Agent.

Demonstration leaders for choosing evergreens and care of shrubs were trained by the specialist in December. Leaders for Pest Control on Shrubs will be trained in July or August by the specialist.

Housing leaders will be trained by the agent, following training by the specialist.

Leaders for club choice meetings will be trained by the agent or by the specialists at special interest meetings.

The Federation Program of work Chairman will be assisted by the Agent in assembling study materials on safety.

Assistance will be requested directly from the office of Civil Defense for training of leaders in Civil Defense.

C.	Over-all Youth Leaders (Organization leaders for county youth council)	<u>No. in 1957</u>	<u>Goal 1958</u>
		0	0

D. 4-H Club	No. in 1957	Goal 1958
Number 4-H Club Officers	30	40
Number adult project leaders	14	18
Number junior project leaders	0	4
Number result demonstrators	3	8
No. Meetings at which leaders were trained by specialist	0	0
No. Meetings at which leaders were trained by district agent	-	-
No. meetings at which leaders were trained by agent	9	12
No. meetings at which leaders were trained by personnel in 4-H Dept.	-	-
No. meetings at which leaders were trained by others	-	-
Attendance at leader training meetings	65	48
No. 4-H leaders trained individually	14	14
No. club meetings held by leaders without agent present	7	14
No. club meetings at which leaders assisted	65	51
No. demonstrations given by adult leaders	18	42
No. demonstrations given by junior leaders	-	-

It has been difficult to get 4-H leaders together on county basis and almost impossible to meet their needs at county wide meetings. This year the leader training will

be conducted on a club basis. The agent will meet with the leader or leaders of one project group and give individual training as needed according to the age and experience of the club members and experience of the leaders involved. One or two county wide training meetings will be held in February. Organizational leaders will also be helped individually.

An effort will be made to get some junior leaders working.

VII. Work with Other Agencies

1. Red Cross

The H.D. Clubs will continue to furnish cookies for service men at Fort Lee.

They will assist with the bloodmobile if requested.

2. Welfare Department

The H.D. Clubs will try to assist in finding foster homes for teenagers at the request of the Welfare Department.

3. F.N.A.

The agent will comply with the F.N.A. Supervisor's request to visit F.N.A. families with him and to attend any meetings as requested.

4. Office of Civil Defense

The H.D. Clubs will cooperate with the county Civil

Defense unit as requested and will ask for technical information from and specialist help from the state office of Civil Defense.

VIII. Public Relations

A. Co-Workers

The Home Demonstration agent will work very closely with the Assistant County Agent in attending 4-H Clubs meetings and supervising the 4-H club activities. All the clubs have both boy and girl members and this is indeed a coordinated program.

An effort will be made to have more office conferences and to work with the county agent in an attempt to begin a Farm and Home Development Program.

B. General Public

Newspaper cooperation is excellent from the Southside News and could be improved so far as the Progress Index is concerned. An effort will be made to improve relations with The Progress-Index. Each H.D. and 4-H club has a reporter and the county H.D. Committee and 4-H Council have reporters. The agent prepares news stories several times each month. T.V. presentations will be made occasionally.

C. Elected Representatives

Qualifying and voting is one of the individual requirements of H.D. Club Members. Members are encouraged to keep themselves informed on public affairs and to contact their representatives or legislation they are interested in.

Educational material is requested from our representative when needed.

D. Commercial Interests.

Local business firms help to defray the expense of the floats for the A-N Rally and Parade.

Educational material supplied by some of the commercial companies is used when it is thought to be of value.

Assistance is requested from the Power Company Home Economists when needed and they are most cooperative.

E. Other Professional Workers

The three teachers of Home Economics are the only other professional Home Economists in the county. Good relations now exist and the agent will cooperate wherever possible. These people have been invited to travel with the agent to attend the West Information School in Richmond, January 15. Copies of V.P.I. publications are sent to these workers as received.

IX. Plans for recording Progress and Evaluation.

1. A simple survey on storage problems in February followed by a check sheet on what has been in September.
2. A check sheet on Safety accomplishments, including work in Civil Defense.
3. A check sheet in May to attempt to evaluate learning and improved practices resulting from the Family Life work done during the past two years.
4. An effort on the part of the agent to keep complete and accurate records.
5. Emphasis on record keeping with A-H members and leaders.
6. Careful tabulation of cooperators reports made by H.D. members in September.

X. Professional Improvement

- A. The agent has no plans this year for organized study.
- B. The agent will make every effort to read the Journal of Home Economics and the Extension Workers Review each month as well as other available books and publications. The agent also hopes to read a number of books from the Federation reading list to be able to discuss them with the women.
- C. The agent is a member of A.H.E.A. and the national Home Demonstration Agents Association.

- D. No actual participation in programs of other organizations is planned, but the agent would try to avoid herself of any opportunities that did not conflict with the daily schedule.
- E. The agent hopes to attend either the A.N.E.A. meeting or the National H.D.A. meeting in 1958. She will attend the Virginia H.E.A. Meeting.
- XI. No definite plans have been made by the agents toward a unified county extension program except in the A-H phase of the program. The three agents have worked together in planning the A-H program. A unified program in other phases is a long time goal.
- XII. Problems
- One of the problems is how to reach more people, especially more A-H club members. So many organizations and activities compete for the interest and time of both adults and young people. More A-H leaders and a larger membership are desirable goals that will be difficult to reach. Progress will probably be slow but the present membership of both A-H and H.D. Clubs are aware of the need to reach more people and their help has been requested. Interesting meetings and good project work with recognition given for achievements should help to draw other members.

Interesting county wide activities with adequate publicity should also help to interest new members.

The H.B. Clubs need to reach more young homemakers and mothers of young children. The agent is considering trying to organize one or more young homemakers clubs to meet in the afternoon with a definite plan for the members to rotate in caring for the children at the meeting time.

H.B.C. Program Planning is a problem because of such widely varied interests. The women who live an urban life on the edge of Petersburg are not interested the same type of program as those in the rural areas of the county. There is also a large percentage of older members whose interest are quite different than those of the young homemakers. More careful planning must be done or everyone is dissatisfied. More special Interest Meetings will be used to try to hold some of the members no longer interested in general topics. Better training of leaders and assisting leaders with preparing interesting illustrative material should result in more attractive meetings that will draw and hold members.

Getting families to cooperate in the Farm and Home Development program is another problem. The families seem afraid of the record keeping and they do not wish to

appear in need special help. The agents are trying to work out a new presentation of the program that will be more attractive and to involve families with whom they are already working in several subject matter areas. Progress will be slow in this phase of the Extension program in Dinwiddie County.