

1961 Plan Of Work

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Home Demonstration Agent

Asst. Home Demonstration Agent
Prince George
County

I. County Situation

The 1961 Program of Work is the result of discussions, surveys and basis needs as brought into the County Home Demonstration Club Committee Meeting in July 1960.

According to the 1950 census, Prince George County is 280 square miles. It has a population of 9,679 persons with 5,959 of these being non-white. It is largely rural non-farm and 21 percent rural farm. There were 745 families on farms in 1950, but that figure has dropped in the past years. The 1959 census indicated there were 445 families, 130 of these being Negro.

Tobacco, cotton, peanuts and general farm crops are profitably raised here. Brick, clay, sand and gravel are some commercial resources.

Hopewell, an independent city within the county is primarily a manufacturing city, and in the county manufacturing provides as much employment as does farming.

Fort Lee, a large military installation just outside of Peters - burg, Virginia, lies wholly in Prince George. There are several other large federal and state properties within the county boundaries.

With the numerous labor opportunities in Petersburg, Hopewell, and Fort Lee, a large number of men and women are leaving their homes and farms the year round in order to supplement the family income. This means a large number of night meeting.

Here, recreational activities are for the most part promoted by schools, churches, 4-H and Home Demonstration Clubs, and other civic and social groups. A number of sports events and other social activities held on the campus of Virginia State College are attended by a large number of youth from the county.

There are three (3) elementary schools and one (1) high school in the county. Organized 4-H club meeting are held in one of these, The Bessie Mason Elementary School. The other two (2) elementary schools do not have children enrolled of 4-H club age.

There are three (3) organized 4-H clubs in the communities. Plans are being made to organized at least one (1) more.

There are communities as well as certain phases of Home Economic in which a great deal of emphasis must be placed.

In order to reach some of these needs in 1961, the following were chosen: Food, Art, House Furnishing and Yard Improvement.

II. County Extension Program - Adult

A. Organization

1. County Agricultural Extension Service Board - The membership shall consist of three (3) members from each community, one of whom shall be a woman. The board will be used to bring together plans developed by the various committees, and to create a better understanding of the program throughout the county.

The objective of this board is to cooperate with the State Advisory Board in improving agriculture and the standard of living among the farmers of this county.

2. Home Economics Council----- (not organized)
3. General Interest Committee----- (not organized)
4. County Home Economics Committee - The Local Home Agent shall get the Home Demonstration Clubs to appoint a committee representing the five magisterial district. The meeting will be called in the agent's office in February. The objectives are to (1) analyze the situation regarding this particular phase of home economics, (2) determine the needs and problems, (3) establish goals and (4) set up methods for solution of the particular problem and for the attainment of the goals.
5. County Home Demonstration Club Committee - Is composed of the president and program development leader from each club. They plan the various activities which are of primary concern to the organized home demonstration clubs.

Subject Matter

Art

Problem

Topics to be Included

Number of Clubs

How to make attractive
Table mats

Sizes and designs for
Table mats

9

Goals

What People are To Learn

Plans For Carrying
out Program and
Measuring Results

Notes on Results
Adjustments, and
accomplishments

To enable the home
maker to improve the beauty
and attractiveness of the
table setting.

The use of white feed bags
in table mats. The appropriate
designs to use. color
combination.

Leaders trained to
assist in demonstrative
and discussion. Printed
materials for members on
specific points to be
considered. Judging and
exhibit.

Subject Matter

Foods

<u>Problem</u>	<u>Topic to be Included</u>	<u>Number of Clubs</u>
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How to plan more nutritious and attractive meals

Better Breakfast
Low Calorie Meals
Winter and Summer Salads

9

<u>Goals</u>	<u>What People are to Learn</u>	<u>Plans for carrying out program and measuring Results</u>	<u>Notes on Results adjustments and accomplishments</u>
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To offer a variety in better breakfast to meet the needs using low calories meals. To offer a variety in winter and summer salads.

What a well balance breakfast consist of and the important of eating one. How to lose weigh safely through low calorie meals and still have a balance diet. The different in winter and summer salads variety of salads. Nutrious value attractiveness.

Leaders trained to assist in demonstration and discussion. Printed materials for specific information. Judging.

Subject Matter

House Furnishing

<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Clubs</u>
How to dry and arrange flowers and other native materials	Drying flowers and native materials arrangements	9

<u>Goals</u>	<u>What People are to Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes on Results adjustments and accomplishments</u>
To teach techniques in making dried arrangements, to improve the beauty of the home at all times.	What to gather, and the preparation of materials for drying and coloring containers and holders necessary for arrangements.	Leader trained to assist in demonstration and discussion. Printed materials for members on specific points to be considered, judging and exhibits.	

Subject Matter

Yard Improvement

<u>Problem</u>	<u>Topics to be Included</u>	<u>Number of Clubs</u>
How to select and care for shrubbery How to develop out living area	Points to consider in buying and caring for shrubbery, arrangement, space, activities that will go on.	9

<u>Goals</u>	<u>What People are To Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes on Results adjustments, and accomplishments</u>
To enable the homemaker to improve the outside surrounding .	Arrangements, specific features to be considered in selecting shrubbery The important of planning outdoor areas.	Printed materials for members, decussion and visual aid, home visits, demonstrations using illustrative materials.	

C. Other Activities

1. Home Demonstration Club Community Projects - will serve as one method of stimulating interest and publicizing club work.
2. County Home Demonstration Club Objectives - The main objectives are: (1) Yard Improvement and Complete Water systems. The results of this work will be given yearly at the District III Home Demonstration Club Meeting and at the County Achievement Day Program.
3. National Home Demonstration Club Week - Due to the fact many demonstrations will have taken place by then. This will be a week to let the public know what has been going on. Activities will be planned to stimulate interest and to gain the interest of new members.
4. Achievement Program - Will be planned and carried out by the 4-H and Home Demonstration Clubs. Clubs will center program around years calendar.
5. Community Improvement Club - This work will be continued in the Providence Community. A meeting will be held in January and we shall plan other steps to take from there.
6. Judging By Leaders - Leaders that received training at the judging schools and those that assisted at the sweet potato festival will be called upon to assist in judging work on projects in other communities. From time to time they will review with their club members points that judges look for when checking articles.

7. Farmers Conference - Will meet with this committee and discuss their tentative program.
- D. Plans For Carrying Out Program With Urban Families - No such families.
- E. Farm and Home Development - The agents shall continue to work with the two families, approved by the County Agricultural Extension Service Board. One other family will be recommended at its next meeting. The objectives of the agents working with the families will be to:
 - (a) Help families think through several possibilities that are open to them.
 - (b) Furnish specific information on Practice and Outlook Information.
 - (c) Point out what is involved in carrying out any plan and help them to carry out the one they select.

It is my plan to work these families through home visits, specialist assistance when needed and through regular club meetings.

III. County Extension Program - Youth

A. Organization

1. Project Planning Committee - This committee will be composed of members from all of the 4-H clubs. The committee will be used to bring all clubs together into one working units.
2. County 4-H Council - The council will held three meetings during the year. These will include training officers, and making plans to carry out activities.

Project:	Topics to be Included	Number of Clubs
Your Room	Making an inventory Collecting pictures Making simple article Improving on making jewelry box. How to care for potted plants Selecting and framing suitable pictures Make floor plan before and after arrangements	1

<u>Goal</u>	<u>What People are to Learn</u>	<u>Plans For Carrying Out Program and Measuring Results</u>	<u>Notes on adjustments and accomplishments</u>
To enable one to select pictures, colors, plants, simple articles and materials to improve one's room.	To paint To make simple article To frame pictures To arrange a room To select suitable pictures	How members study and follow instructions for carrying out projects Train leaders to assist in conducting demonstrations and members in record keeping.	

Project:	Topics to be Included	Number of Clubs
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Clothing Unit	Body measurements, Pattern and material selection Cutting garments Making simple garments, including button holes, putting in sleeves, and zipper.	3
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<u>Goal</u>	<u>What People are to Learn</u>	<u>Plans For carrying Out Program and Measuring Results</u>	<u>Notes on adjustments and accomplishments.</u>
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To learn steps in taking body measurements. To enable one to select patterns and materials. To learn the important of correct cutting. To learn to do a simple garments.

To cut by simple patterns
 To make button holes and put in zippers.
 To make a simple garment.

Have members study and follow instructions for carrying out project. Train leaders to assist in conducting demonstrations and to aid members in record keeping. Train leaders and members to make an educational display. Conduct special meetings in the summer to complet project work.

C. Other Activities

1. Rural Life Sunday - Each club will be asked to observe this Sunday in its respective community. Leaders and club members of each community will be asked to take an active part in the church activities that day.
2. Achievement Day - Each club, 4-H and Home Demonstration will take a part in the planning of that day.
3. National 4-H Week - A special program will be planned for this week when the 4-H council meets in February.
4. State Short Course and Wild Life Conference - Delegates selected to attend the conferences must have their project work up to date. They will be informed early of the uniform requirements, as well as their duties and responsibilities as delegates.
5. Annual Outing- The outing will be planned to be held in June. Plans are still in the making as to what the affair will be. It will consist members, leaders, and parents.

IV. Scope of Work

A.

	No. in 1960	Goal for 1961
No. Home Demonstration Clubs	9	10
Membership	84	100
No. Home Demonstration Groups (unorganized)	1	-
Membership	9	-
No. 4-H Clubs	4	5
Membership	133	150
No. Y M W Clubs	-	-
Membership	-	-
No. Community Clubs	1	1
Membership	85	85
No. Home Ec. Committee	1	1
Membership	9	9
No. General Interest Committee	-	-
Membership	-	-
No. Youth Committee	2	2
Membership	30	30
No. other organizations	2	2
No. Farm and Home Dev. Families	2	2
No. other families reached	235	235
No different families reached	235	235

V. 2. Home Demonstration Leadership (Continued)

	No. in 1960	Goal for 1961
No. organizational leaders	45	45
No. project leaders (Subject Matter)	64	64
No. federation program of work chairman	1	1
No. program development leaders	9	11
No. result demonstrators	27	29
No. training meetings by specialist	0	4
No. training meetings by district agents	0	0
No. training meetings by agents	3	0
No. training meetings by others	2	1
Attendance at all training meetings	50	60
No. meetings held without an agent	25	25
No. meetings leaders assisted	130	130
Demonstration by leaders	73	80
Talks and discussions by leaders	91	91

3. 4-H Club Leadership

	No. in 1960	Goal for 1961
No. club officers	20	20
No. adult project leaders	6	10
No. junior project leaders	2	2
No. result demonstrators	0	0
No. training meetings by specialists	0	0
No. training meetings by district agents	0	0
No. training meetings by agent	4	0

3. 4-H Club Leadership (Continued)

	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. training meetings by members club dept.		0
No. training meetings by others	1	0
Total attendance at Ldr. Tr. meetings	44	50
No. 4-H leaders trained indiv.	6	6
No. club mtgs. held by leaders with- out agent	18	0
No. additional club meeting leaders assisted	55	65
No. demonstrations by adult leaders	37	37
No. demonstrations by junior leaders	8	8

B. Strengthening Leadership - Areas needing the greatest amount of emphasis are result demonstrators, both adult and 4-H and attendance at 4-H leader training meeting. In order to reach goals, result demonstrators will be selected in each community. These will be selected on the basis of community and individual family interest. Special interest meetings and request for special assistance will be made when necessary in order to provide the demonstrators with necessary information to carry out the work.

In order to improve attendance at 4-H leader training meetings effort must be made first to obtain more leaders. This may be done through the organization of more community 4-H clubs. Then leaders that work away from home in the day at which time most leader training meetings are held will be encouraged to serve as organization on program development leaders.

It is hoped that then the project leaders will accept their role with the understanding that they must receive additional project training in order to work intelligently with the youth.

VI. For Special Consideration

A. Plans for maintaining and strengthening good public relations in the County with:

1. State Extension Organization - As a county extension worker special efforts will be made to see that my actions be such that will reflect credit to my self and the State Extension Organization. I will attempt to perform my

duties to the best of my ability and under conditions of appearance and performance in keeping with the job to be done. I shall respect my job in this county as a part of the total Extension program for the State, and further recognize the need of effective cooperation with other members of the Extension Staff.

2. Parent Institution - Special cooperation will be given to Virginia Polytechnic Institute and to Virginia State College when specific request are received. Request will be made to these Institutions when additional assistance is necessary in conducting the county program.
3. Elected and Appointed Officials - They will be included on special mailing list. A annual report of the Extension activities will be given.
4. Organization - The agent will attend meetings when possible on when special interest. Enlist their assistance and request the same when necessary.
5. Business - Relationships will be maintained with businesses by inviting the managers to special program and by requested cooperation of them. They will be asked to permit 4-H displays during special events.
6. Mass Media Personnel - The services will be used in publicizing extension work and writing feature stories of accomplishments. They will also be used in giving information of subject matter interest to the public.

7. Other Agencies - Special assistance will be given to families cooperating with the Farm and Home Administration. We will also send possible clients to the agency. Club members will be encouraged to offer their services to the Civilian Defense Program. Attend schools on classes that are offered through its efforts.
 8. Individuals and Families - As a means of strengthening relations with individuals and families, personal contacts, home visits, community and county-wide meetings will be used.
- B. Plan For Professional Improvement - It is my plan to subscribe to four publications for personal improvement and for the information that will be of value to the program. Study extension literature that is mailed to the office. Effort will be made to attend all conferences, workshops or special training meeting held especially for extension workers.
- C. Phase of the Program that will make the most significant contribution to family living.

Food in my opinion will be the highlight of the 1961 program. With the information received by the leaders on "Low Calorie Meals," "Better Breakfast", and "Winter and Summer Salads" to past on to their clubs and community. A large number of ^{presentations on} the above topics will be given ~~on the subjects~~. Provisions will be made for active participation on the part of the members. Leaders will be trained to assist.