

34
72

1961

PLAN OF WORK

BY

Smyth County

KARLE BUNDY

COUNTY HOME DEMONSTRATION AGENT

RM
34
72

TABLE OF CONTENTS

	Page
I. County Situation as it Affected the Program Planned	1
II. County Extension Program - Adult	1-5
A. Organization	1-2
B. Subject Matter and Special Emphasis Areas	3-5
C. Other Activities	6
E. Farm and Home Development	6
III. County Extension Program - Youth	7-10
A. Organization	7
B. 4-H Project Work	8-9
C. Other 4-H Activities	10
IV. Scope of Work	11
A. Organization	11
B. Plan for informing public of Ext. Home Economics Program	12
V. Leadership	13
A. Plan for Leadership	13
B. Strengthening Leadership	14
VI. For Special Consideration	14-15
A. Plan for Good Public Relations	14-15
B. Plan for Professional Improvements	15
C. Most Significant Contribution to Family Living	15

Karla Bundy

Smyth
County

I. County Situation as it Affected the Program Planned

Smyth County, with an area of 435 square miles, is divided into three magisterial districts by the Holston River and two mountain ranges. The topography lends itself well to the raising of livestock, the largest source of income with crops and dairying ranking next in order. Burley tobacco is the main cash crop. Approximately 55% of the total area is woodland.

The 1959 census shows 1,272 farms with 121.9 acres the average size per farm. The average value (land and buildings) is \$14,548. 1,041 own their farms, 179 own part of the land and rent additional acreage, and 49 are tenant farmers. There are 375 commercial farms.

Manufacturing vies with agriculture in providing employment for approximately 30,000 people who are 98% native white. The urban population is about 11,500, non-rural 15,000, and 3,500 rural. 1,158 rural non-farm and rural farm women work outside the home to supplement the high cost of living.

There are five high schools and three area hospitals in the county. Electricity is available to approximately every family. About 35% of the rural farm dwellings do not have running water in the home. The county health department is located in Marion.

Recreational activities in rural communities are sponsored mostly by schools, churches and 4-H clubs. Marion supports a community center building serving teen-agers. Hungry Mother State Park furnishes swimming, boating, fishing and picnic areas for the county.

II. County Extension Program - Adult

A. Organization

1. County Nutrition Committee

This committee has a membership of ten women consisting of home demonstration club members, members at large and the county home demonstration club committee chairman.

The objective was to stimulate interest in better nutrition for adults and teenagers. This was done through mass media such as radio talks, news articles, and contacts with local grocery men.

2. General Interest Committee

This committee on farmstead lighting is composed of equipment dealers, power company, extension personnel and other professional workers in the county.

The objective was to improve home lighting. This was done through special interest meetings, home visits, and distribution of educational materials.

The agent worked closely with the power economist in selecting fixtures for newly built homes. She also made home visits to help improve the lighting in other homes. Ten 4-H girls improved their home lighting as a result of a special interest meeting.

3. County Home Demonstration Committee

This committee with a membership of 33 composed of the presidents, program development leaders of the local clubs plus a few members at large.

The objective was to plan and carry out the program of work following suggestions from the local clubs, the nutrition committee and the lighting committee. These suggestions formed the basis for the county program to include better nutrition, better lighting, and better management to save time, energy and money.

II. County Extension Program - Adult

B. Subject Matter and Special Emphasis areas

Subject Matter - Food and Nutrition Adult Work

<u>Problems</u>	<u>Topics to be Included</u>	<u>No. Clubs & Committees Involved</u>
1. Lack of time to plan and prepare balanced meals	Selecting cuts of meats Soups for winter days Freezing tricks Menu planning	One county-wide special interest group 14 H.D. Clubs - 28 leaders 14 H.D. Clubs - 28 leaders 14 H.D. Clubs - 28 leaders 2, 4-H Clubs 14 H. D. Clubs- 28 leaders
2. Activities outside of home	Whole meal casseroles	

<u>Goals</u>	<u>What People are to Learn</u>	<u>Plans for carrying out program and Measuring Results</u>	<u>Results</u>
1. Value of good nutrition for healthful family living	1. Nutritive value of foods 2. Planning balanced meals	1. Demonstrations at monthly meetings 2. Agent to give demonstration on menu planning 3. Leaders to give soups, freezing & casseroles. 4. Leader training by specialist and agent. 5. Survey by leaders on accomplishments. 6. Publicity- radio and newspaper.	
2. Value of saving time and energy	3. Short cuts to save time and energy		

<u>Subject Matter</u>	<u>Clothing</u>	<u>Adult Work</u>	
<u>Problem</u>	<u>Topics to be Included</u>	<u>No. of Clubs</u>	<u>Groups Involved</u>
1. Getting a well fitted garment constructed	1. Wardrobe planning	14	HD Clubs
	2. Pattern Alteration	14	HD Clubs
2. What to wear and when	3. Clothing Construction	Co-wide special	HD members & others
	4. Making Draperies	Interest (2) Co-wide (1)	1. Experienced women 2. Beginners HD members & others

<u>Goals</u>	<u>What People are to Learn</u>	<u>Plans for carrying out</u>	<u>Results</u>
1. To understand the value of being well dressed	1. To look your best by planning for the best use of things on hand and those to be added	1. Agent will give demonstrations on No. 1 in 14 HDC & 10, 4-HC	
2. To create a greater interest in clothing construction	2. To choose becoming ready-to-wear and home made clothing	2. Specialist train agent for clothing construction schools	
	3. To use your clothing money wisely	3. Agent hold construction school for experienced sewers and one for beginners	
	4. To develop skill in making pattern alterations	4. Agent will give pattern alteration in 14 HD Clubs, preceding co-wide construction schools	
		5. Hold co-wide dress revue in May	
		6. Give publicity to projects	
		7. Agent and trained leaders will hold drapery workshop	

<u>Subject Matter</u>	<u>Home Management</u>	<u>Adult Work</u>	
<u>Problem</u>	<u>Topics to be Included</u>	<u>No. Clubs</u>	<u>- Groups Involved</u>
1. How to eliminate household pests	Insect Control	14 HD Clubs	24 leaders
2. Need for better planning to save time and energy	Ironing Made Easier	14 HD Clubs	24 leaders

<u>Goals</u>	<u>What People are to Learn</u>	<u>Plans for Carrying Out</u>	<u>Results</u>
1. Better health through sanitation measures	1. How to get rid of household pests	1. Leaders will give demonstration on insect control	
2. Better management	2. How to simplify ironing	2. Leader-training meeting to be conducted by entomologist	
	3. How to save time and energy	3. Circulate insect control measures among neighbors	
	4. How to select proper equipment	4. Have a clean-up of home premises in the spring	
		5. Agent will give all ironing demonstrations	
		6. Make survey to check improvements made	
		7. Give publicity to projects	

34
72

C. Other Activities

1. Each home demonstration club will sponsor a community project to improve their community, hold the interest of club members, and gain new members.
2. Each club observe National HD Week and be represented at District Federation meeting.
3. Hold county-wide dress revue following clothing construction workshops.
4. Support the Southwest Virginia 4-H Center and complete financial goal of \$100.00 per club.
5. Each club hold a family recreation meeting to include an educational program and picnic.
6. Each club give at least one radio broadcast.
7. Each club send summary report of year's accomplishments to county newspaper and home agent.
8. Each club make a donation to county 4-H fund to help send leader to camp.
9. County home demonstration committee pay expenses of delegate to state federation meeting.
10. Hold annual achievement day to climax year's work.

E. Farm and Home Development

There are 68 families receiving help on farm and home management. Home agent worked with 25 families in 1960. The goal for 1961 is 30 families. Additional families will be helped through home demonstration clubs, home visits, and conferences with the county agent to discuss needs and results obtained. Individual records will be kept on progress made by these families.

34
72

III. County Extension Program - Youth

A. Organization

1. 4-H Council

This council consists of all the officers of the local 4-H clubs with the adult leaders serving as advisors.

Two meetings will be held- one to plan the county-wide program and train local club officers, and one to check on progress and make plans for camps, achievement day, and picnic.

2. 4-H Honor Club

Hold two meetings of honor club members. Take in new members. Make plan of work and hold one dinner meeting with educational program.

3. All Stars

Use All Stars as junior leaders where possible, and for carrying through county-wide 4-H activities, such as achievement day, Rural Life Sunday, and camps.

B. 4-H Project Work		4-H Subject Matter- Foods	
Project	Topics to be Included	No. Club Groups Involved	
Meal Preparation	Table setting Milk dishes Vegetable cookery Eggs Salads Cookies Menu planning	Seven Mile Ford Marion Jr. Marion Sr. Atkins Riverside Sr.	
Food Preservation	Canning & freezing fruits & vegetables Family food budgets Judging	Seven Mile Ford Marion Jr. & Sr. Atkins	
Breads	Corn bread Quick breads Yeast breads	Individual members in 2 clubs	

Goals	What Members are to Learn	Plans to Carry out Project	Results
1. To improve eating habits	1. How to set table correctly	1. Use HD members for project leaders	
2. To understand the value of balanced meals	2. How to prepare food to save nutritive value	2. Train leaders	
3. To share responsibilities at home	3. How to give a demonstration	3. Hold demonstrations in homes and school cafeteria	
		4. Have members give demonstrations	
		5. Judge finished products.	

RM
34
72

34
72

B. 4-H Project Work

4-H Subject Matter Area - Clothing

<u>Project</u>	<u>Topics to be Included</u>	<u>No. Club Groups Involved</u>
Unit III	Wrist pincushion Tea Towel Apron Collar	Merion Jr. Sugar Grove, Beginners Sugar Grove Jr. Riverside Jr. Oak Point Jr.
Unit II	Measurements Selection of Pattern & material Cutting & fitting a dress Finishing Dress	Merion Sr. Atkins Sugar Grove Oak Point Sr.

<u>Goals</u>	<u>What Members are to learn</u>	<u>Plans to carry out project</u>	<u>Results</u>
1. To create a desire to sew	1. Simple construction of articles and garments	1. Use HD members as project leaders	
2. To improve skills and techniques	2. How to use a pattern	2. Give demonstrations at monthly meetings	
3. To cultivate good grooming	3. How to take measurements	3. Give instructions for home work	
	4. How to cut and fit a garment	4. Have a dress revue	
	5. Finishes for garment	5. Select County winner	

RM
34

C. Other 4-H Activities

1. Community Activities

Club members will be encouraged to take part in fund raising projects for 4-H Center and expenses of members to camp and short course.

2. Camps

Work toward having full quota of members to attend 4-H camp (junior and senior), 4-H Short Course, Conservation Camp, TVA Camp, and Electric Congress. Secure local sponsors, if possible.

3. Rural Life Sunday

To stimulate more interest in observance of this event by participation in church services, providing flowers and attendance of members in a group.

4. County-wide Achievement Day and Picnic

Increase greater club and parent participation in these events through projects and talent interest. Use broadcasts, news articles and club meetings to acquaint the public with 4-H activities.

5. 4-H Contests

To stimulate better project work and develop leadership among members. Special training will be given county winners for district competition.

IV. Scope of Work

A.

	<u>No. in 1960</u>	<u>Goal for 1961</u>
No. E.D. Clubs	14	15
Membership	385	400
No. ED Groups (unorganized)	2	2
Membership	15	15
No. A-H Clubs	13	13
Membership	202	227
No. YM Clubs	0	0
Membership	0	0
No. Community Clubs	1	0
Membership	75	0
No. Home Ec. Committees	1	1
Membership	10	10
No. General Interest Committees	1	1
Membership	6	8
No. Youth Committees	1	1
Membership	18	25
No. Other Organizations	0	1
No. Farm & Home Dev. Families	68	75
No. Other Families Reached	470	3080
No. Different Families Reached	2285	2300

- B. Plan for Informing Public of Extension Program
1. Conduct special interest meetings to reach greater number of people.
 2. Set up educational exhibits in local stores during National Home Demonstration Week.
 3. Give weekly radio broadcasts. Have home demonstration club members participate.
 4. Make home visits to help with individual problems.
 5. Visit in unorganized communities to know the people and interest them in organizing a home demonstration club.
 6. Hold a county-wide dress revue following clothing construction work shops.
 7. Annual achievement day to climax year's program.
 8. Newspaper publicity.
 9. Report to board of supervisors.
 10. Furnish educational materials and bulletins to non-club members and teachers.

V. Leadership

A. Plan for Leadership

1. County Program Leaders	No. in 1960	Goal for 1961
a. County Agricultural Extension Service Board	10	Reorganize
b. Youth Council	78	78
c. Home Economics Council	136	136
2. Home Demonstration Leadership	No. in 1960	Goal for 1961
No. organizational leaders	110	110
No. project leaders (subject matter)	91	96
No. Federation program of work chairmen	16	16
No. program development leaders	16	14
No. result demonstrators	87	100
No. training meetings for specialists	5	3
No. training meetings for dist. agts.	0	1
No. TRAINING MEETINGS BY AGENTS	12	15
No. training meetings by others	3	2
Attendance at all training meetings	207	225
No. meetings held without an agent	80	85
No. meetings leaders assisted	85	85
Demonstrations by leaders	69	78
Talks and discussions by leaders	340	350
3. 4-H Club Leadership	No. in 1960	Goal for 1961
No. club officers	70	78
No. adult project leaders	30	32
No. junior project leaders	16	16
No. result demonstrators	12	16
No. training meetings by specialists	0	0
No. training meetings by dist. agts.	0	0
No. training meetings by agents	5	8
No. train. meetings by members club dept.	0	0
No. training meetings by others	12	15
Attendance at leader training meetings	185	185
No. 4-H leaders trained individually	25	18
No. club meetgs held by ldr. without agt.	37	39
No. additional club meetings at which leaders assisted	42	45
No. demonstrations given by adult leaders	37	39
No. demonstrations given by junior leaders	20	25

34
72

B. Strengthening Leadership

1. Areas which need greatest emphasis during the year
 - (a) Train adult and junior leaders to give more efficient demonstrations
 - (b) Increase number of leaders for 4-H Clubs
 - (c) Recognize leaders for accomplishments.

VI. For Special Consideration

- A. Plan for maintaining and strengthening good public relations in the county with
 1. State extension organization itself
 - (a) Maintain good morale among co-workers, supervisors, leaders, and club members
 - (b) Do not shirk responsibilities.
 2. Parent Institution- The Land-Grant Institution.
 3. Elected and Appointed Officials
 - (a) Become better acquainted with the legislators, congressmen, county and town officials to keep them informed of the county extension program.
 4. Relationships with Organizations
 - (a) Learn more about the programs of different organizations in the county and accept responsibilities when possible.
 - (b) Invite them to participate in county-wide events.
 - (c) Supply home economics workers with Extension bulletins.

5. Relationship with Business
 - (a) Acquaint leaders of businesses with resources available from the Land-Grant College
 - (b) Use help from local power company to promote better lighting and L-H electric project.
6. Relationship with mass media personnel
 - (a) Continue good relationship with manager of local radio station by taking part on the Farm Hour program once a week.
 - (b) Continue good relationship with editor of local newspaper by supplying him with timely articles of the extension program and a summary of the annual report for the year-end edition.
7. Relationship with Other Agencies
 - (a) Work closely with the home economic teachers, health department, welfare and public schools to acquaint them with the county extension program.
 - (b) Invite them to county-wide events.
8. Relationship with Individuals and Families
 - (a) Reach more non-club members through home visits, distribution of bulletins and educational materials.
 - (b) Make an effort to reach more low income families.
- B. Plan for Professional Improvements
 - (a) Take time to read professional books, bulletins, and magazines to keep up with new trends in home economics.
 - (b) Continue membership in professional and civic clubs and attend state and national meetings if possible.
 - (c) Attend agent workshops.
- G. Most Significant Contribution to Family Living
 1. Better management through
 - (a) Demonstrations
 - (b) Home Visits
 - (c) News articles and radio talks
 - (d) Special interest meetings.