

P L A N O F W O R K 1 9 6 0

Cleopatra W. Robinson
LOCAL HOME DEMONSTRATION AGENT

Princess Anne
COUNTY

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I. COUNTY SITUATION

Princess Anne County is two-hundred and forty one (241) square miles and its population totals approximately 90,000 with population trends steadily increasing. According to the 1954 census, there were 692 farms in Princess Anne County; 591 white operators, and 101 non-white operators. Both, the number of farms and land used in farming which totaled 79,531 acres are steadily declining. However, the county is still an important agricultural county. The majority of the farms are small part-time and the main type of farming is truck farming with principle crops such as; potatoes, vegetables, small fruit, such as strawberries, hogs, cattle, calves and poultry are important on many farms.

Princess Anne County joints two cities: Norfolk the state's largest city and Virginia Beach where the tourist business (motels and hotels) and private homes give employment to many women and men. The truck farms, indirectly, also give employment to many women doing seasonal work. The federal government has many installations in the county such as; the Air Base, Coast Guard, Fort Story, and there is also the Virginia Experiment Station, Radion Stations, School cafeterias and others that employ both men and women.

There is very little as far as recreational facilities and other cultural outlets in the county for the people. There are, however, many social clubs, etc. for women.

The county's situation and surroundings have a tremendous influence on the home demonstration and 4-H program of work as; three fourth of the adult groups hold night meetings and a lot of individual contacts and group conferences have to be held during the day along with home visits. With practically all the women, capable of becoming good leaders, working away from home the less competent ones are left to work with which consumes more of the agent's time for individual and small group training meetings, etc.

II. COUNTY EXTENSION PROGRAM - ADULT

A. Organization

County Advisory Board

Composed of all H-D presidents including three or more members from each club, unorganized extension groups and other key leaders in the county which totaled eighteen members. The members and leaders brought the problems, needs and interests of the people to the attention of the agent and assisted in making plans for reaching and working with these needs, interests, and problems. Meetings are usually held quarterly.

Home Demonstration Committee

Composed of county H-D club presidents and leaders of unorganized extension groups which number seven. The club presidents and leaders along with the Agent condensed the program suggestions made during the planning meeting in terms of long time and immediate goals to be worked on during the year.

This committee meets approximately four times during the year and other time if necessary.

General Interest Committee

Composed of representatives from each section of the county. There are five such representatives who assist the Agent and leaders in carrying out the adult project work and also assist the Agent in detecting problems and creating interest in the extension program through out the county.

ADULT WORKSUBJECT MATTER AREA HOLIDAY IDEAS

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED</u>
1. High cost in preparing holiday menus, refreshments.	Holiday Menues and refreshments.	7
2. Gift wrapping and decorations-Decorations too elaborate for the surroundings.	Gift wrapping and decoration	
3. Too much time and energy lost in holiday preparation of menus and decorations.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To reach all sections of the county where there are organized & unorganized groups.	1. Appropriate menus for the holidays.	1. Leader-training meetings conducted by the agent.	
2. To create interest and appreciation in three fourths of the people in using simple and improved methods in holiday preparation.	2. Expenses within the budget- methods and plans use to save time and energy.	2. Trained leaders to give demonstrations to club members.	
3. To reach more people with the true meaning Xmas and a greater appreciation of giving more meaning to the holiday spirit through what they do.	3. To appreciate simple but effective decorations.	3. Mimeograph suggestions from State specialist given to leaders.	
	4. Decorations that are economical and to use material found in and around the home to make attractive decorations and gift wrappings.	4. News articles and circular letters.	

ADULT WORKSUBJECT MATTER AREA BETTER LIGHTING FOR BETTER LIVING

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED	
1. The majority of the people or ninety per cent of the people are not aware of the effects of improper lighting of study habits on the eyes. 2. A majority of the families do not have the correct light lamps nor the proper shade for good lighting. 3. A need for knowledge of proper illumination in various rooms in the home, and for various activities taking place in the home.	1. Better Lighting In the Home for work and Study. 2. Selection of Lamps and Fixtures for various rooms in the home. 3. Outdoor Lighting.		
GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To reach more people in organized and un-organized sections of the County with better lighting methods. 2. To create a desire in at least 75% of the people to improve or make some improvement in their home lighting.	1. The proper height lamps, correct bulbs and wattage, color and proper shade to give good or correct light for the particular job to be done. 2. The type of light to use outdoors for illuminators and yet ward off insects. 3. How to care for bulbs, shades, etc. for better lighting.	1. Leader training meeting conducted by agent. 2. Leader training meeting by the VEP Co., home economist. 3. A tour in local furniture store on the phase of good lighting. 4. General club meetings including question and answer sheets-discussions and demonstrations by leaders. 5. Mimeograph material from state specialists. 6. News articles-circular letters. 7. To tour the homes of demonstrators in better lighting.	

ADULT WORK

SUBJECT MATTER AREA IMPROVED BREAKFAST PATTERNS

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS, OR COMMITTEES INVOLVED
1. Children attending school without breakfast. 2. Adults going to work without breakfast. 3. Inadequate breakfast for proper nutrition. 4. Skipping breakfast to loose weight. 5. Too little variety in breakfast pattern, uninteresting breakfast.	1. Basic Breakfast Menu 2. Breakfast for Growing Children. 3. Breakfast for the Weight Conscious Adults.	7

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To get the majority of children and adults to eat a good breakfast each day. 2. To get more people to appreciate the importance of a good breakfast. 3. To get more people to include different foods in the breakfast or the vary the menu	1. What constitutes a good breakfast and why they should eat breakfast every morning. 2. The basic 4 food groups. 3. To eat a variety of different foods for breakfast. 4. More about food value, calories, proteins, iron, calcium and the vitamins, etc. 5. To enjoy eating properly to live healthy. 6. To teach children proper nutrition through example	1. Two leader training meetings conducted by Agent. 2. Each club will prepare a breakfast supervised by trained leaders. 3. Mimeograph material from state food specialists. 4. Circular letters-films-slides.	

ADULT WORKSUBJECT MATTER MATERIAL HOME GROUNDS BEAUTIFICATION

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED</u>
1. Many of the people are not aware of native materials that could be used for screening or other purpose on the lawn.	1. Simple Landscaping	7
2. Lawns are too clustered with flowers and shrubs.	2. Shrubs, trees and flowers for year-around Beauty.	
3. Poor drainage.	3. Walk ways and Drive ways made attractive and properly placed.	
4. Lack of knowledge of season for planting trees and shrubs.	4. Screening unsightly buildings, etc.	
	5. The attractive mail box.	

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To instill in a majority of the people appreciation for clean and orderly surroundings.	1. Preparing the lawn & planting grass.	1. Leader-training meetings conducted by local Horticulturist	
2. To create curiosity and appreciation of native material around them that can be used for the home grounds.	2. Arrangement of flowers and shrubs considering the style and size of lawn.	2. Tour of home grounds for discussion and demonstrations.	
3. To assist 85% of the people to improve and beautify their home grounds.	3. How to screen off unsightly buildings for a more pleasing effect of the surroundings.	3. Mimeograph material from state Specialists	
	4. Proper and convenient location of the walk and drive way.	4. Circular letters-news articles slides and films.	
	5. Planting flowers and shrubs to insure color or beauty year around.	5. Contributions of winter grass seed for demonstrations in home ground beautification.	

ADULT WORK

SUBJECT MATTER AREA

HOUSE FURNISHINGSNO. OF CLUES, GROUPS,
OR COMMITTEES INVOLVEDPROBLEMTOPICS TO BE INCLUDED

- | <u>PROBLEM</u> | <u>TOPICS TO BE INCLUDED</u> | <u>NO. OF CLUES, GROUPS,
OR COMMITTEES INVOLVED</u> |
|---|---|---|
| 1. The type of lamp or fixture to use with furniture of various periods. | 1. Selecting Lamps for the Home to Harmonize with other furnishings In The Home | 7 |
| 2. Confused as to what to buy due to such a large variety in house furnishings and accessories in the home. | 2. Accessories and How to Use Them.
3. How To Combine the New with the Old. | |
| 3. Too many accessories in the home. | | |

GOALSWHAT PEOPLE ARE
TO LEARNPLANS FOR CARRYING OUT
PROGRAM & MEASURING RESULTSNOTES ON RESULTS,
ADJUSTMENTS AND
ACCOMPLISHMENTS

- | <u>GOALS</u> | <u>WHAT PEOPLE ARE
TO LEARN</u> | <u>PLANS FOR CARRYING OUT
PROGRAM & MEASURING RESULTS</u> | <u>NOTES ON RESULTS,
ADJUSTMENTS AND
ACCOMPLISHMENTS</u> |
|--|--|---|--|
| 1. To create an appreciation of simplicity in the selection of furniture and accessories for the home. | 1. That good design is always good in any period.
2. That simplicity is the key note to a livable home. | 1. Leader-training meetings conducted by specialist.
2. One meeting conducted in a member's home to demonstrate the proper selection of lamps and accessories. | |
| 2. To create a greater desire to have attractive but livable homes. | 3. How to prepare and use some discarded objects in and around the home for accessories. | 3. Discussions and two general meetings. | |
| 3. To give a greater appreciation for comfort and feeling in the home. | 4. The different periods in furniture. | 4. Mimeograph material from state Specialist.
5. Circular letters-slides-films. | |

ADULT WORK

SUBJECT MATTER AREA BETTER HOUSING

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED
1. Inadequate planned kitchens with too little storage, equipment need arranging for convenience, time and energy.	1. Planning the kitchen (considering activities to be performed)	4
2. Windows too low for sink to be installed.	2. How to Read the Plan.	
3. Too many doors or cut up space.	3. Arrangement of Equipment	
4. Improper ventilation.		
5. Improper work heights, etc.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To get families started in planning and improving their kitchen.	1. To read plans.	1. Two leader training meetings conducted by Agent with the assistance of local home economist.	
2. To become conscious of a convenient and attractive kitchen.	2. To appreciate the proper arrangement and working heights for the kitchen.	2. Hold meeting in home to study the kitchen and its plan.	
3. To show more pride and appreciation of better planned kitchens.	3. To plan the kitchen around the activities that are to take place in the room.	3. Mimeograph material from State specialist.	
4. To help the home maker preserve her health through the saving of time and energy in a well planned kitchen.	4. To plan the kitchen to accommodate the small or large family.	4. Films- slides-news articles. 5. Pictures and general discussions.	

ADULT WORK

SPECIAL INTEREST AREA	RURAL ARTS	NO. OF CLUBS, GROUPS, OR COMMITTEES INVOLVED
PROBLEM	TOPICS TO BE INCLUDED	
1. Women do not know the technics of decorating articles of clothing or house ware.	Textile Painting Liquid Embroidery	2
2. Very little art is appreciated in painting materials, etc.		
3. Articles are over done.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. That women will be aware of art principals in the home.	1. How to use textile paint and liquid embroidery successfully.	1. Two meetings with the entire group-demonstrations conducted by agent and leaders.	
2. The women will be able to increase the beautify of things around through improved technics.	2. How to be original and yet use simplicity in art designs.	2. Mimeograph material from the state specialist.	
	3. To get joy from creating something beautiful and useful with the hands.	3. Circular letters.	
3. That the women will get joy out of an activity that would be a form of recreation for leisure time.	4. To acquire skill in decorating with paint and embroidery.	4. Displays	
	5. To use knowledge acquired to increase the income if necessary.		

ADULT WORK

SPECIAL INTEREST AREA FOOD PRESERVATION

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED</u>
1. Families with food freezers do not take advantage of lower priced seasonal food stuff for freezing.	Equipment for Food Preservation Canning and Freezing Food	2
2. Families do not use improved methods for food preservation.		

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To take advantage of low priced fruits and vegetables during the peak seasons.	1. To use the latest methods in food preservation.	1. One leader-training meeting conducted by the agents.	
2. Better nutrition through taking advantage of preserving foods.	2. That the ideal time to preserve foods is when they are fresh.	2. Two food demonstrators.	
3. To insure enough nutritious, fruits and vegetables for year around use.	3. To better appreciate good and proper equipment for food preservation.	3. Mimeograph materials from the State specialists. 4. Circular letters and slides. 5. News articles.	
4. Better trained leaders to assist other families in food preservation.			

ADULT WORK

SPECIAL INTEREST AREA CLOTHING

PROBLEM	TOPICS TO BE INCLUDED	NO. OF CLUES, GROUPS, OR COMMITTEES INVOLVED
1. Women do not know the type of foundation garment they need for best support and results.	Foundation Garments Care of Clothing	2
2. Incorrect fit in foundation garments that might injury the health of the individual.		
3. Clothing is not cared for properly after wearing.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To get the majority of women to purchase a good foundation garment as to fit, durability, and yet give attractive results.	1. To appreciate various brand names in garments. 2. To fit garments before purchasing.	1. One training meeting for the entire group-conducted by Agent and an exhibit or display from a local store.	
2. To know where and what to buy when shopping for foundation garments.	3. To shop in a reliable store for garments.	2. A demonstration with models within the group.	
3. To wear clothes longer through better care and methods of storage.	4. To save the labels and read suggestions for best results. 5. How to put on foundation garments. 6. Various methods of cleaning, storing and care for clothes.	3. Mimeograph material from the state specialist. 4. Circular letters. 5. General discussions.	

ADULT WORK

SPECIAL INTEREST AREA WILLS AND DEEDS

<u>PROBLEM</u>	<u>TOPICS TO BE INCLUDED</u>	<u>NO. OF CLUBS, GROUPS OR COMMITTEES INVOLVED</u>
Like of knowledge of handling legal matters.	<ol style="list-style-type: none">1. Real and Personal Property.2. Making Wills and Deeds3. Insurance for families with a small income.4. Investments for persons with an income between three and five thousands.	3

<u>GOALS</u>	<u>WHAT PEOPLE ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROGRAM & MEASURING RESULTS</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. A greater and improved appreciation for handling legal matters.	<ol style="list-style-type: none">1. Methods of handling legal work.2. How To Make a Will.3. How a deed is drawn up.	<ol style="list-style-type: none">1. One leader training meeting conducted by the State specialist.2. Mimeograph material from the State specialist.3. Two general discussion meetings.4. Circular letters.5. News articles, etc.	

C. OTHER ACTIVITIES AND THEIR CONTRIBUTIONS TO THE OVER ALL PROGRAM

1. Community Improvement Program

To reach more people through out the County and to strengthen the youth and adult program through the improved practices of family living including the home and its surroundings.

This community program consists of an organized community of people that meet two or three times a year. Plans are made and a program set up so that each family will be working towards a particular goal or goals. Committees are selected to assist in carrying out certain projects and programs that covers the short and long time goals selected by the various families. At the end of a year another check is made with families to determine how far or if they have reached their goals.

2. Home Demonstration Club Community Projects (Improved Mailboxes)

This project is sponsored by the H-D club in their community for the purpose of improving the appearance of the community as well as the mailboxes, and to create a sense of pride in the community. A committee is chosen to assist with plans and procedures in carrying out the project.

3. County Home Demonstration Club Objectives

1. More active trained leaders
2. Reaching more people with improved practices in better family living
3. Home and community improvement and
4. Better health with improve feeds.

The H. D. committee made up of club presidents from all the

H-D clubs along with the Agent make plans from suggestion and needs of the clubs for special programs in addition to the regular projects in stressing the H-D club objectives.

4. National H-D Week

An observance is planned with the assistance of the H-D committee to inform the people in the county including non-club members and the public of the County's Extension program and the accomplishments made in County as well as the State and National level in Extension.

5. Achievement Program

A program planned and carried out with the assistance of the various committees as Program, H-D and Publicity, etc. to climax the year's program of work.

The program is to be carried out in the form of educational exhibits and a special speaker or demonstration on Leadership.

D. PLANS FOR ADOPTING AND CARRYING OUT PROGRAMS WITH URBAN FAMILIES IN THE COUNTY

To work with urban groups by encouraging them to select topics to fit their needs and interests; as special interest groups, etc. To find more leaders and to train more leaders to assist in putting the program over.

E. FARM AND HOME DEVELOPMENT

No families were worked with in 1959, but the Agent has made tentative plans for working with one or two families in 1960. The

reason for not working with families in 1959 are; too little farming and families that were possible or suitable to work with were out each, as the children in school, and both parents employed in the industrial industry. As yet all the plans are not complete under the circumstances.

III. COUNTY EXTENSION PROGRAM - YOUTH

A. Organization

1. 4-H Council

An organization composed of all 4-H club officers, and junior leaders in the County which totals twenty-five. This organization with the assistance of adult 4-H leaders and agent plan and sponsor certain county-wide activities or programs during the year as contests, etc.

The council meets three or more times during the year and its main purpose is to strengthen the Extension program and unify club work in the county.

2. Project Planning Committee

This committee is composed of all 4-H presidents and a project leader from each club.

The purpose of this committee is to make final decisions with the assistance of adult leaders and agent of project work to be carried during the year and to see that the project work is meeting the needs and interests of the groups.

4-H SUBJECT AREA

PROJECT:	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS INVOLVED	
YOUR ROOM "PEP IT UP"	1. Make or improve one or more articles for your room. 2. Improve one place to keep your possessions 3. Furniture Arrangement. 4. Learn to care for growing plant 5. Make a floor plan for your room-before & after	4	
GOALS	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES ON RESULTS, ADJUSTMENTS, ACCOMPLISHMENTS
1. To teach members to make the best use of their furnishings.	1. To make at least one simple article for their room.	1. Adult and Jr. leader-training meetings.	
2. To create pride in making an orderly and attractive room.	2. The fundamental technics in furniture arrangement.	2. Discussions in club meetings.	
3. To develop appreciation for simplicity in furnishing a room and arrangement of furniture.	3. How to grow a plant and arrange flowers suitable for the particular purpose to be used or room.	3. Demonstration by adult and junior leaders.	
	4. To make a floor plan of a room.	4. Mimeograph material from state specialist.	
		5. Educational exhibits & contests.	
		6. Circular letters to Parents and adult leaders.	
		7. Records and reports.	
		8. Home visits.	

4-H SUBJECT AREA

PROJECT:	TOPICS TO BE INCLUDED	NO. OF CLUBS, GROUPS INVOLVED
YOUR FURNISHINGS	<ol style="list-style-type: none"> 1. Making a Color Plan for Your Room 2. Furniture Arrangement & Accessories 3. Improve Lighting for Study 4. How to Choose and Hang Pictures 	2

GOALS	WHAT THE MEMBERS ARE TO LEARN	PLANS FOR CARRYING OUT PROJECT	NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS
1. To develop skill and knowledge in buying furnishings or making furnishings for a room.	<ol style="list-style-type: none"> 1. To study and plan how to furnish their room. 2. To care for their room properly. 	<ol style="list-style-type: none"> 1. Leader-training meetings. 2. General club discussions. 3. Demonstrations. 	
2. To develop an appreciation for an attractive and simple arranged room.	<ol style="list-style-type: none"> 3. To make some type of improvement in their room. 4. Keep records and reports. 5. To make or get a proper lamp for the room. 	<ol style="list-style-type: none"> 4. Mimeographed material from State specialist. 5. Educational exhibits. 6. Circular letters. 7. Records and reports. 8. Home visits. 	

4-H SUBJECT AREA

NO. OF CLUBS, GROUPS,
INVOLVED

PROJECT:

TOPICS TO BE INCLUDED

CLOTHING III

1. Make a list of clothing on hand.
2. Decide on Clothing needs and make a plan for getting these.
3. Make or Remake a garment.
4. Learn to use a Simple pattern.
5. Storage clothes.
6. How to Exhibit Garments.

1

<u>GOALS</u>	<u>WHAT THE MEMBERS ARE TO LEARN</u>	<u>PLANS FOR CARRYING OUT PROJECT</u>	<u>NOTES ON RESULTS, ADJUSTMENTS AND ACCOMPLISHMENTS</u>
1. To develop an appreciation for budgeting and using money wisely.	1. To make a clothing plan for clothing needs.	1. Leader-training meetings.	
	2. To learn to select good design for a particular figure.	2. Club Discussions.	
2. To develop a greater appreciation in selection and care of clothes	3. To use a simple pattern.	3. Demonstrations.	
	4. To renovate clothes.	4. Mimeographed material from State specialists.	
	5. To care for and store clothes.	5. Exhibits.	
	6. To arrange clothes for an exhibit.	6. Circular letters & news articles.	
		7. Records and reports.	
		8. Home visits.	

C. OTHER ACTIVITIES

1. National 4-H Week

The week will be observed and used to publicize the 4-H Extension program in the County. To serve as inventory for 4-H leaders and members of the work done during the year; a display of some of the work done during the year.

Each club will have a special bulletin board during National 4-H week and the groups will conduct an assembly program during the week. News articles and announcements will be other means of informing the people.

2. 4-H SHORT COURSE (STATE)

Delegates selected by the club according to standards set up by the council will attend the State Short Course at Virginia State College for one week. After returning to the county delegates will make reports of activities and classes attended.

3. RURAL LIFE SUNDAY

A county-wide observance is to be held inviting the public. The purpose of observing Rural Life Sunday is to teach 4-H members and show the public the spiritual of 4-H club work and to stress the record "H" Heart.

4. ACHIEVEMENT DAY

To be held in the fall as a climax of the year's program of work through a county-wide program and an educational display

of the project work done during the year.

5. RECREATIONAL ACTIVITIES

Club socials and a county-wide picnic will be held to teach members to enjoy wholesome recreation, to play together as well as work and relax themselves mentally and physically through recreation.

IV. SCOPE OF WORK

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. H. D. Clubs	4	5
Membership	98	115
No. H. D. Groups*(unorganized)	2	1
Membership	11	8
No. 4-H Clubs	4	5
Membership	350	375
No. YM Clubs	-	1
Membership	-	-
No. Community Clubs	1	1
Membership	50	55
No. Home Ec. Committees	-	-
Membership	-	-
No. General Interest Committees	-	-
Membership	-	-
No. Youth Committees	1	1
Membership	-	-
No. Other Organizations	-	-
No. Farm and Home Development Families	-	2
No. Other families reached	713	1,800
No. Different families reached	643	800

A. Scope of Work

2. The Community Club in the home improvement community is an area I believe need the greatest emphasis during the year. My plans for reaching goals in this area are; to reach a large segment of the people through some Saturday meetings; to conduct two leader-training meetings in the community; to make more home visits and conferences to key leaders and demonstrators and to send more circular letters and use more illustrative material on the various subjects and projects to be stressed.

B. A PLAN FOR INFORMING THE PUBLIC ABOUT THE EXTENSION HOME ECONOMICS PROGRAM

1. Through participation in other organizations and agencies as the PTA, Community Garden Clubs, Health Department, etc.
2. Plan a few good public meetings and invite the public.
3. Maintain good public relations with not only Extension leaders but other key leaders in the County.
4. Through informing the public of Extension activities through news articles, announcements, circular letters and county project demonstrators.

Unorganized communities will be reached through key leaders in the organizations, news articles, circular letters, radio and special meetings.

Unorganized clubs will be met at least three or four times during the year.

V. LEADERSHIP

A. Plan For Leadership

1. County Program Leaders.

	<u>No. in 1959</u>	<u>Goal for 1960</u>
a. County Agricultural Extension Service Board	<u>18</u>	<u>22</u>
b. Youth Council	<u>31</u>	<u>31</u>
c. Home Demonstration Committee	<u>8</u>	<u>10</u>

2. Home Demonstration Leadership

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. organisational leaders	18	20
No. Federation program of work chairmen	3	5
No. project leaders (subject matter)	6	10
No. program development leaders	6	8
No. result demonstrators	5	8
No. training meetings by specialists	3	2
No. training meetings by dist. agents	-	0
No. training meetings by agents	12	15
No. training meetings by others	2	4
Attendance at all training meetings	149	200
No. meetings held without an agent	26	32
No. meetings leaders assisted	31	40
Demonstrations by leaders	8	15
Talks and discussions by leaders	32	40

3. 4-H CLUB LEADERSHIP

	<u>No. in 1959</u>	<u>Goal for 1960</u>
No. club officers	20	25
No. adult project leaders	4	5
No. junior project leaders	6	8
No. result demonstrators	7	10
No. training meetings by specialists	-	-
No. training meetings by dist. agents	-	-
No. training meetings by agents	9	10
No. training meetings by members club dept.	-	-
No. training meetings by others	2	2
Total attendance at ldr. tr. meetings	22	
No. 4-H leaders trained individually	4	3
No. club mtgs. held by ldr. w/out agent	21	30
No. additional club meetings at which leaders assisted	15	18
No. demonstrations given by adult leaders	19	25
No. demonstrations given by juni or leaders	12	15

B. STRENGTHENING LEADERSHIP

Adult and junior leadership is an area that need the greatest amount of emphasis. I plan to reach that goal through the following means:

1. Increase the number of training meetings for adult and junior leaders.
2. Use more illustrative material in training meetings and see that leaders have the necessary equipment to work with.
3. To arrange for some saturday leader training meetings to be held.
4. To work out an improved time schedule for clubs meeting in the schools.
5. To have leaders' letters and notices to parents of 4-H members mimeographed in the office.
6. To provide more recreational activity for leaders at certain training meetings.
7. To give more public recognition to leaders.

VI. FOR SPECIAL CONSIDERATION

A. PLANS FOR MAINTAINING AND STRENGTHENING GOOD PUBLIC RELATIONS IN THE COUNTY WITH:

1. Relations Within the State Organization Itself

Maintaining cooperations through attending meetings requested to attend, mailing reports and other materials requested on time.

2. Relations Within the Parent Institution

Maintaining cooperation through the attendance of meetings requested, information and reports requested on time, informing those in charge of special events, changes, etc. made in the county and requesting material, supplies, etc. when needed and asking for suggestions, etc. for improvements in the work.

3. Relations With Elected and Appointed Officials

Through informing the officials of extension activities in the county and of progress each year and to extend invitations to special extension programs.

4. Relationship with Organizations

Through the attendance of some of their activities, showing an appreciation in what they are doing, cooperation with their program of work and extending an invitation to them to cooperate with our special programs, etc.

5. Relationship With Business

To use local businesses whenever possible to help in putting over a particular program as project work for demonstration purposes as tours in some department of the store or have a representative speak to the group, etc.

6. Relationship with Mass Media Personal

Through more contacts, conferences, invitations to special events, radio announcements, news, circular letters and indirect contact through trained and key leaders in the county.

7. Relationship with Other Agencies

Through cooperation, assistance when requested or needed, and in helping to inform others of those agencies when possible.

8. Individuals and Families

Cooperate with individuals and families through making suggestions and giving assistances through projects carried out in the clubs and through the recognition of their needs and

interests. Through helping families determine goal they need and wish to reach. Through informing them of extension methods and practices and assembling information on their level of interperatation.

B. PROFESSIONAL IMPROVEMENT

I plan to improve myself professionally through the; attendance of State and District Extension meetings and conferences, attending state and county educational meetings, maintaining membership in professional organizations, and through continued reading and study of current events and educational magazines, etc.