

PLAN OF WORK 1960

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Home Demonstration Agent

Princess Anne, Virginia
County

- I. Princess Anne is one of the counties which is experiencing an explosion in population because of the rapid urbanization that is taking place within its borders. The source of income is still largely the Federal Government. A recent report for the Norfolk, Portsmouth, Norfolk county, Princess Anne county area shows the figure to be somewhat more than some have reported it. This was divided into Federal and State and County government employees, or source of income. The Federal, of course being the largest over 50%.

The pattern of living is, of course, changing, because the old so-called community is gone. It seemed for a while, when this trend of urbanization began that people were finding it hard to re-located a center for their community activities. However, in most of the areas where housing projects exist, there are civic clubs, garden clubs, and as fast as contacts can be made, there are home demonstration clubs.

As we look to the future, certainly within the next year, this is going to continue and actually, until all of the land is gone, it seems that no end is in sight. This means that, in addition to the Home Demonstration Club program, there is going to be an overwhelming demand for other types of help from the Home Economics side of Extension. In trying to think through this problem the Agent has had assistance by many people, both on the Specialist Staff and the District Agent. There will have to be, not only, a difference in division of time, but there will be a difference in the type of teaching. There will be more use of Mass Media. There may be less, and this is quite definite, it is felt, of waiting for folks to come to you, and asking for help

in the formation of a club, but it may mean the going by the Agent and others to areas where it is possible that a club could be wanted.

II. The County Extension Program - Adult

II

A. Organization

1. The County Agricultural Extension Service Board

The Agricultural Extension Service Board is set up in Princess Anne County on a plan which is suggested by the State Administrative Staff. On it are representative people from the Agricultural Council, the Youth Council, and the Home Economics group, or council. The Board meets to hear reports from the three phases, Agriculture, Home Economics, and Youth. This past year there were so many difficulties in time, place and also some other factors and this Board has not met.

2. The Home Economics Council

This was the first year which actually the Council was organized. It included representation from Home Demonstration Committee, the Consumer Education Committee, and Rural Art Committee. The most interesting thing about the formation of this Council was that for the first time in this county since the Agent has been here, there has been representation from women other than those already connected with Home Demonstration work.

3. County Home Economics Committees

The Consumer Education Committee met and discussed the problems that people have in the area in buying. They had as their goal to make available information which would help people, women especially, become better buyers. To achieve this goal, they decided to have at least one exhibit and lecture during the year on fabrics available. They had hoped to plan for two, but the definite plan for the one has gone into effect. It is now being planned that in the spring that this will be held in one of the buildings in the county which will be large enough to hold a number of people. The group has planned to secure samples of fabrics and try to key these to the color scheme for a wardrobe. The

information on food buying has been principally done through radio and on T.V. programs.

The other general interest committee has been rural arts and crafts committee. A group of women, asked to serve on the committee, met and selected a chairman. This is a woman who had not worked with Extension before. They made a check list which they sent to as many women's groups in the county as they could contact. These were returned to the office and were totaled. The Committee met and decided to take the two which had received the most votes. Those two being the visiting of historical homes and areas in the county. Much study was done by talking to the older residents and the use of a book written on Princess Anne County Homes. This was condensed and typewritten on short sheets to be given to those making the tour. It had been hoped that two tours would be held, but only one so far has materialized. This took the group attending to three of the six oldest homes in the county. It is planned that in the spring the other three will be visited. The time chosen for the tour was not too good from the standpoint that the weather was bad, many people who had planned to go were ill and so there were only two carloads which attended. The start made, though, will help the interest continue and the Committee feels that it will grow.

The other request at the top of the list was for making Feathered Hats. In this area, where ducks, wild geese, etc, are hunted and, of course, feathers are simply discarded, has long been of concern to people who have seen hats which could be made for them. This is in the planning stage. A teacher has been secured and plans have been made for this to be done in the beginning of next year when the hunting season is over and the feathers have been collected.

The Home Demonstration Committee is the executive committee for the Home Demonstration Clubs in the county. It makes plans for the choice of demonstration topics, the making of the budget and the earning of money required

in the budget. It also determines the cooperation that it will give to other county groups and the extent of such cooperation.

B. Subject Matter and Special Emphasis Areas

See Page 2

C. Other Activities

It is planned to use many things to spread the influence of Extension. The Home Demonstration Clubs have tried for two years now to work with a Club Community Project in their field of Program of Work which has been Home and Community Beautification. It seems that this has been a little difficult started. However, they do plan to complete the planting in front of the Agricultural Building which they began as a County group.

There is one new club and one old club who do plan to, in their own community, do something about Community Beautification.

Recently, in talking with some of the women in an informal session, it was mentioned how little some members know about the Home Demonstration Organization, both local, state and national. At the present time, it seems as though there may be some effort to inform the members through National Home Demonstration week some of the ideas that were "Brainstorms" at this informal meeting were to have a topic for each day of the week; such as Monday could be officers and their jobs, Tuesday could be the affiliation of the Home Demonstration Clubs; Wednesday could be pennies for Friendship, four could be Program of Work, etc., and each local club, after working out with the Agents' help the information on these would be responsible for mailing to each club member in her club a copy. Then it was thought that possibly, at the close of the week some county wide get-together such as possibly a tea, making a change from the previous three years luncheon get-together, and at this tea, each one who came in would be handed a little check list and sort of have a test and the one who got the

highest score that day would receive some type of little gift. The Achievement Program, of course, is not even in the planning stage, other than that they do plan to have one.

Some of the women have gotten interested in the State Fair again, and it is hoped that they will continue that interest, not only by going, but by exhibiting. They have discussed the desirability of special tours and as yet nothing definite has been planned.

D. Plans for Adapting and Carrying Out Programs With Urban Families in the County

It is planned to use radio more widely and to seek and opportunity for some type of Home Economics Program by the Home Economist in the area. The Agent is planning to contact some of them in the early part of the year to see what can be done. Another way that it is planned to work with the Urban Families is that in the stores or some simple spot in some of our bigger housing projects, that notices will be posted of meetings which will be held. It seems, from the turnout and from the number of requests that went to the office at the Virginia Beach Convention Center, concerning the Christmas Meeting, that the time is right for a beginning of this type of thing on other subjects. The Agent does not feel sure just what subjects the public would want or that they would attend but she certainly plans to find out. Notices of meetings in newspapers also can result in getting before the public the opportunities offered in Extension teaching. With the influx of so many people so fast, one of the problems which is under consideration is what means can be used to acquaint them of the fact that Extension is, in the County and is concerned with them and with their problems. Several suggestions have been made and while the existing and the considering of these has not resulted in a definite choice yet, one will need to be made soon and then followed through. It is possible that one or two will have to be tried before the one which was work will be found.

E. Farm and Home Management

In 1959 the number of families worked with was:5. For 1960, the Agent would like

to add at least one or two. This type of over all across the board management, has not moved as rapidly as the Agent would like to see it. It is hoped that through the main copy of the Home Demonstration Program for the year Planning for Family Security, that some new families will want to discuss and work out plans for across the board home management. The objective, of course, for promoting work of this sort, is to help families decide on the goal they have as a family, to help them take stock of what materials, equipment and resources that they have through the use of which to accomplish the goals. As a sort of extra goal might be added that they will, through this procedure, arrive at a better family together. The plan used so far in working with the families who have requested assistance has been to help them with what they request help on, and then try to show them that through receiving help in other areas in this broad area of management that their family would benefit.

The plan for recording help given to and the progress made by the families, so far has been a matter of just keeping in a folder the things which they have requested and what has been done concerning it.

III. The County Extension Program - Youth

A. Organization

1. County Youth Council

This is composed of members from 4-H Council, All Stars, and Youth Committees. The function is coordinate efforts of these groups.

2. County Youth Committee

This committee is composed of a 4-H father, a 4-H mother, a 4-H girl, a 4-H boy, a 4-H leader and a principal. These people hear suggestions made on what are some of the problems of young people in the county, some ways of trying to solve these problems, and to estimate the contribution that 4-H could make in these areas. It is through this committee that the members have an opportunity to tell leaders what would be helpful. It also is a method for having the leader and the principal better understand some of the goals and some of the activities of the 4-H people.

The committee makes recommendations which are then carried to the Youth Council.

3. County 4-H Council

This is composed of three officers of each 4-H Club in the county and the leaders. At least only three officers are included at the initial meeting of the Council which is a dinner meeting. Because of space, the number has to be limited to the three. Actually, any other meeting all six officers are considered members of the Council. The Council is a coordinating force for all of the 4-H Clubs. It elects its own officers, it appoints committees, such as the Rural Life Sunday or 4-H Sunday committee, it plans the Achievement Program through an appointed committee.

Another committee which it appoints and which reports at the Annual Dinner Meeting is the one on the points system. For many years in the County, a cup was given to the club which could attain the most points. Some of the activities listed on this report have changed but mostly they remain the same. They are the activities concerned in having a good 4-H Club meeting. In being represented at a County Council, camp, at project contests. It includes the points given clubs who participate in certain welfare activities, and then those extra things such as tours and recreational activities, which mean so much to club work as allotted points. Making of exhibits for Achievement night, for National 4-H week are all given a point rating. This committee decides what it will recommend to the Council as the correct number of points to be awarded. Then at the Council meeting, the whole Council votes on whether they agree.

The officers are elected, and usually, at this meeting, good newspaper coverage is obtained, usually with pictures of the new officers in the county.

4. All Stars

The All Star group meets and makes plans for the things it will sponsor during the year. They have been sponsoring the Share-the-Fun Program this year, and they

have helped select the All Star candidates which were accepted in June at the Short Course, and have been asked again in 1959 to hold the Monday Night Vesper Service for the Conservation Camp. This consists of music, scripture reading, prayer, a talk by an All Star.

B. 4-H Project Work (See Sheet 9)

C. Other Activities

In Princess Anne there are several activities which the county engages in as a whole. They have a County-wide Rural Life Sunday Program, and this year that may be one of the special significance. Mrs. Herbert Oslin, the widow of the first County Agent in our County, has purchased a placque which she would like to present to Camp Farrar and this Rural Life Sunday, or as we call it, 4-H Sunday Program is one of the times when it is felt that is a possible appropriate one. This is not definite yet, but the Agent and a committee working with the Agent are working with Mrs. Oslin on this. Because this camp is the place for the County-wide 4-H Sunday Program, the program is usually held the last Sunday in May, which makes it warm enough to be out doors usually, The service, which is a vesper service in the vesper area at the camp is preceded by a family picnic supper. The program, so far, with the exception of the brief vesper talk, is conducted and carried out by 4-H members. If, this year, is it decided to present the placque at that time, of course that will be part of the service.

As usual the County plans to have an Achievement Program, which will be held at one of the schools and will be held at night. There will be opportunities for clubs to furnish exhibits and at that time the County Share-the-Fun winners, both Junior and Senior division, provide entertainment and the speaking is done by the County Better-Speakers Contest, both Junior and Senior. These two contests are carried on in this fashion: In February, the clubs will have a Club Better Speakers Contest. The ones selected, which are not always considered winners, but ones that the Agent's consider are enough worth that they should have an opportunity to present them at a County

Contest, then participate in a County Contest in Junior and Senior Divisions. The Share-the-Fun Contest is carried on in the same fashion, being in the next month.

It is hoped that many will attend all of the camps which are available to the County group, and that they will participate in attending and exhibiting at the State Fair.

For special contests and events, it is hoped that there will be an even larger number present for the County Home Economics Contests, and this year some of the girls will be fourteen, and it is expected that they will participate in the District Contest

IV. SCOPE OF WORK

	<u>No. in 1959</u>	<u>Goal for 1960</u>
<u>No. H.D. Clubs</u>	<u>13</u>	
<u>Membership</u>	<u>323</u>	
<u>No. H.D. Groups * (unorganized)</u>	<u>19</u>	
<u>Membership</u>		
<u>No. 4-H Clubs</u>		
<u>Membership</u>		
<u>No. YMW Clubs</u>		
<u>Membership</u>		
<u>No. Community Clubs</u>		
<u>Membership</u>		
<u>No. Home Ec. Committees</u>	<u>3</u>	
<u>Membership</u>		
<u>No. General Interest Committees</u>		
<u>Membership</u>		
<u>No. Youth Committees</u>	<u>3</u>	
<u>Membership</u>		
<u>No. Other Organizations</u>		
<u>No. Farm & Home Dev. Families</u>	<u>5</u>	
<u>No. other families reached</u>	<u>1500</u>	
<u>No. different families reached</u>		

* Report all groups that met 3 or more times a year.

B.

Actually, little more can be said here than has already been said under the Plans For Adapting and Carrying out the Program with Urban Families. Because, in this County, that is the group that does not know about Extension. However, this might be said: that in the County it has been an effort, in the last six years, to inform the General Public that they do not have to be a member of a Home Economics Club to request and receive assistance.

V. Leadership

A. Plan for Leadership

	No. in 1959	Goal for 1960
1. County Program leaders.		
a. County Agricultural Extension Service Board		
b. Youth Council	8	
c. Home Economics Council	5	
2. Home Demonstration Leadership		
	No. in 1959	Goal for 1960
No. Organizational leaders	78	
No. Project leaders (subject matter)	60	
No. Federation program of work chairman	14	
No. Program development leaders	14	
No. result demonstrators	0	
No. training meetings by specialists	1	
No. training meetings by dist. agents	0	
No. training meetings by agents	10	
No. training meetings by others	0	
Attendance at all training meetings	155	
No. meetings held without an agent	155	
No. meetings leaders assisted	All	
Demonstrations by leaders	130	
Talks and discussions by leaders	26	

3. 4-H Club leadership

	No. in 1959	Goal for 1960
No. Club Officers	110	
No. adult project leaders	4	
No. Junior Project leaders	5	
No. result demonstrators	0	
No. training meetings by specialists	0	
No. training meetings by agent (dist.)	0	
No. training meetings by agent	2	
No. training meetings by member club dept.	0	
No. training meetings by others	0	
Total attendance at ldr. training meetings	6	
No. meetings held without agent	16	
No. meetings leaders assisted	12	
Demonstrations by leaders	6	

B. Strengthening Leadership

The areas which need the greatest emphasis during the year, as far as leadership is concerned, I feel is in the project or subject matter leaders, that they understand their part in the teaching of the Extension Program. The keeping of records of accomplishments of leaders and families in clubs will be continued as in former years.

VI. For Special Consideration

A. To maintain and strengthen good Public Relations in the County with all of the groups listed, it seems to the Agent, might be condensed in just a few sentences. First of all, the application of the Golden Rule certainly applied in good public relations. In the second place, it seems that to be willing to do your part in providing people with the information that they need to do their job. Many times in Extension mis-understandings have occurred because people were either un-informed or mis-informed, and it seems that that is one of the biggest problems in a fast growing changing County. It seems, too, that it is important that when asked to do a certain thing, for instance, with a mass media group, that what you do be on time, in the order in which it can be used, and that it be of good quality work. The more that people in all of these groups understand what Extension is trying to do, the more they want to cooperate.

B. The plan for professional improvement, as far as this agent is concerned, is to take advantage of all of the training meetings which are held, to have a part in making suggestions when they are asked, so as to let requests or needs be known to the proper people. The Agent hopes to attend both the VHEA and the National Home Demonstration Agents Annual Meetings. In addition, the materials, in so far as reading is concerned, can be very helpful, and so this avenue of professional improvement will certainly receive attention.

Many times, criticism of agents (which sometimes this agent feels is not justified) for using materials from other people have come, not personally, but to groups. It seems that a real teacher needs to have information from any good, reliable source, and today many are the research laboratories for family living, and so, in many of the first rate magazines, having to do with the home and family, there is much that can be used and clipped for reference.

Also, the Agent should add, and probably will not do, the following for professional

improvement: ~~The~~ two-hour period a week should be spent in doing something, just for personal rejuvenation. That is down in the plan, though.

C. The phase in the County Program, which from this end of the new year, would seem to have the possibility for making the most significant contribution to family living, it seems would be two-fold: first the idea, if it can be gotten across, that families need, if they are intelligent, mature families, and by that the maturity means to be in the thinking realm, that they must, and that they can make plans for family protection., to protect all members of the family, the father as well as the mother, the parents, as well as the children. In goals of numbers, the group has not set yet, how many families it is hoped will make a will, or how many will read their insurance policies, etc. That will be set, though, before each month's demonstration. And then the second area that the agent feels can make a significant contribution will be in the month's demonstration on Better Breakfast. This, of course, will be not only a plea and a call to arms for eating breakfast, but also all the nutrition information on what makes a good diet will be reviewed.

A specific plan for following through in whether or not these two contributions can be measured, will include a check list to be handed to the members at the following meeting after the month which the Better Breakfast Demonstration will be given, to see how many of the things taught have been actually incorporated in the families,

Another way which the Agent plans to keep an account of the results of the work will be in her notebook to try to remember to write down when she hears certain remarks, as a result of something having been learned.

MANAGEMENT (which we're calling Planning for Family Protection)

Problem	Topics to be included	Number of Clubs, Groups, or Committees Involved
Lack of families planning for protection of family members.	Planning for Family Protection Wills Deeds Life Insurance Time Management Clinic for individual families county-side	16

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON ADJUSTMENTS, AND ACCOMPLISHMENTS
To teach families need for long-term planning for family protection.	1. Importance of planning for family protection.	(a) To train H.D.C. members to create interest and show need of expert advice and help in these technical fields.	
To teach families how making a will contributes to family protection.	2. How to have will, deed, and insurance planned so as to provide protection.	(b) To schedule specialists help for families attending clinic on family protection and business help in insurance	
To teach families the terminology involved when discussing the making of a will with a lawyer.	3. Legal terms and aspects involved in making a will	(c) To work with two women reporters from one daily paper who have said they could and would use information; to use radio for giving this information also.	
To teach families the contribution a deed made out according to family need can make to family protection.	4. Where to get technical help in writing wills. 5. Where a will may be stored.		
To teach women the principles of time management and apply these to two household jobs which they will choose.	6. What insurance policy provides in way of family protection.		
To teach families of the kinds of Life Insurance and how each kind can best contribute to family protection.	7. What management skills can improve time-saving in two jobs, chosen by women.		

MANAGEMENT (Contd.)

GOALS	WHAT PEOPLE LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON ADJUST- MENTS AND ACCOM- PLISHMENTS
To increase by 10% the H.D.C. members who have wills.	To plan for 15 families to attend Clinic	(d) measuring results by: pretest of terms used in will increase in number of members making wills, check sheet on information learned about insurance policy and time management.	
To have 50% of H.D.C. members who do have life insurance to read their life insurance policies.	To have 50% of H.D.C. members who own or whose families own property check on deed.		

FOODS AND NUTRITION

Problem	Topics to be included	Number of Clubs, groups, or Committees involved
Lack of members of H.D. families eating according to recommended standards.	Better Breakfasts Buffet Meals Outdoor Meals Christmas Food	16
Lack of knowledge of menus and dishes for quick family and company meals.		

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS	NOTES ON ADJUSTMENTS, AND ACCOMPLISHMENTS
To increase by 10% H.D. women eating breakfast.	Need for eating breakfast Different breakfast dishes for buffet meals	Train leaders to give demonstrations for first three topics.	
To increase by 10% members of H.D. families eating breakfast.	Menus and methods for outdoor cooking Christmas Suggestions	Agent will hold Christmas meeting with assistance of Home Economist from V.E.P. office (Mrs. Curran)	
To have 125 people at Christmas Meeting.			
To teach families nutritional requirements for a day.		All meetings will have material given to newspapers to use.	
To teach families importance of eating breakfast as part of a day's plan.		All material will be given over 1 minute capsules on radio station.	
To give suggestions for different breakfast dishes.			

FOODS AND NUTRITION (Contd.)

GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEAS- URING RESULTS	NOTES ON ADJUSTMENTS AND ACC ACCOMPLISHMENTS
To give suggested menus for buffet meals and recommend ways of serving.			
To give suggested menus for outdoor cooking and plans for ease of serving.			
To give public suggestions for planning for families food at Christmas.			

CLOTHING AND TEXTILES

Problem	Topics to be Included	Number of Clubs, Groups, or Committees Involved
Lack of knowledge as to choice of material and pattern and construction techniques for tailoring garments	Selection of pattern and fabric. Construction of garment	5 and 1 committee
GOALS	WHAT PEOPLE ARE TO LEARN	PLANS FOR CARRYING OUT PROGRAM AND MEASURING RESULTS AND ACCOMPLISHMENTS
To teach how choice of fabric and pattern depends on figure of wearer, occasion.	Importance of Choosing fabric according to pattern, wearer's figure and occasion.	
To teach methods of buying correct pattern size, fitting, construction and finishing.	How correct procedure in construction gives a professional look to garment. Pride of creating beautiful well-made garment.	

4H Subject Area

So You'D Like To Sew

Topics	Number of Clubs - groups	Goals
Your Sewing Basket Stuffed Toys Headscarf Skirt Blouse One Topic of Individual Choice	All individual girls who have chosen project , 175	To teach girls enrolled in project to: (1) Select proper tools for work and have place to store them. (2) Lay pattern on correctly (3) Cut (4) Use sewing machine (5) Simple construction process as straightening, material, measuring carefully, have pattern on thread, str straight stitching, hemming, clipping and notching curved seams and fitting. To have 50 girls taught in class.

What Members Will Learn	Plans for Carrying Out	Results
9(1) Selection and use of equipment. (2) How to use sewing machine (3) Simple construction process (4) It's fun to sew.	(1) To have 3 sewing groups continue to meet & work with leaders, agent assisting. (2) To form County-wide group and try to get more leaders (3) Work with county group who don't have leaders	

FOOD PREPARATION

<u>Topics</u>	<u>Number of Clubs - groups</u>	<u>Goals</u>
Setting the Table	2 project groups	To teach nutritional needs
Table Manners	County -wide meetings for	To teach preparation of simple dishes
Choosing Foods	those who can't join the 2	To teach how to give a demonstration
Careful Measurements		To have at least 50 girls participating
Kitchen Rules		
Giving A Demonstration		

<u>What Members will learn</u>	<u>Plans for Carrying Out</u>	<u>Results</u>
To choose food from the 4 groups for a well balanced daily diet.	Two groups will meet with leader. Other group will meet with agent. Some	
To prepare dishes using good working habits.	will work individually.	
To show someone else what they have learned.		
To serve food attractively		

YOUR ROOM

<u>Topics</u>	<u>Number of Clubs - groups</u>	<u>Goals</u>
Importance of light in Your Room	4 school clubs have this for club project.	To teach all boys and girls enrolled in project the importance and methods of good lighting.
Arranging Furniture	Individually	To teach most convenient and attractive ideas on furniture arrangement.
Caring for your room		To teach methods and equipment which may be used in caring for room.
Choosing Decoration and Accessories for your Room		To teach some ideas for choosing decorations and accessories.

<u>What Members will Learn</u>	<u>Plans for Carrying Out</u>	<u>Results</u>
To appreciate beauty and to DEVELOP MORE "art sense" in house furnishings	School groups receive material at monthly demonstration.	
To use lighting as recommended for various areas of the bedroom.	Individuals will receive material and home visits.	
To appreciate a neat attractive room and methods for keeping it.		
To consider choices when selecting decorations and accessories		

BREAD

Topics	Number of Clubs - groups	Goals
Place of Bread in the Diet and Menu	1 County - side group with Agent	To teach history of bread making To teach how bread is leavened To teach how we make and serve bread
How we make Bread		
How we serve Bread		
What Members will learn	Plans for Carrying Out	Results
The place of bread in our diet	All girls taking project meet in county groups	
The kinds of bread	or	
The preparation of bread	Work Individually	
The ways to serve bread		