



4-H British Columbia Leader Training Program



Introduction

The 4-H BC Leader Training program is comprised of 12 sessions divided into 3 levels. Each session is a free-standing module that may be taken on its own or in conjunction with other sessions. The twelve sessions have all been designated as level 1 (4-H Basics), 2 (Program Delivery), or 3 (Leadership Skills), with level 1 sessions being the most introductory and level 3 sessions being the most advanced. Although leaders may participate in the sessions in any order it is recommended that they have some experience in 4-H club leadership before attending the more advanced sessions. Several of the sessions have been or will be made available in an online format.

Mandatory Leader Training

In level 1 (4-H Basics), there are three mandatory training sessions that new 4-H leaders must complete. New leaders are required to take these sessions within **one year of registering** and will be considered on probation until they have completed all three trainings. If they do not complete the training within a year's time, they will be unable to register as a leader in the following 4-H year.

The three training sessions are as follows:

1. Commit to Kids (formerly Put the Child First)
2. Introduction to 4-H
3. 4-H Administration*

****Please note: 4-H Administration is a NEW session which ALL leaders, new and returning, must complete. New leaders will have one year to complete and returning leaders are asked to complete the session at their earliest convenience, or at least before their Criminal Record Check is next due for renewal.***

Methods of Delivery

1. Introduction to 4-H - Currently, this training session is only offered at regional in-person trainings. This session is being adapted for online delivery and will be available online starting in the fall of 2021. A complete listing of the trainings by region can be found at the bottom of the Leadership Training webpage.
2. 4-H Administration - This session is offered both at regional in-person training and online through Zoom. The online delivery of this session is live, so leaders must register for a designated training date and time. A complete listing of online sessions can be found at the top of the Leader Training webpage under the course heading. Registration for the online delivery is done through Eventbrite.
3. Commit to Kids - managed by 4-H Canada for 4-H leaders across the country, this session is an "at your own pace" individual online training. Access instructions can be found on the 4-H BC Leadership Training webpage under the course heading.
4. Sessions 4-12 will be offered at in-person regional training workshops.

Training will be provided in each region once per year. Key Leaders and Regional Councils will work with Youth Development Staff to decide which sessions will be delivered in their area each year. All sessions, except for Commit to Kids, will be available for in-person delivery.

See page 3 for a complete listing and description of the 12 training sessions.

Recognition

Certificates of completion will be awarded at each level and for each session completed. Leaders who have previously completed the former Put the Child First session will receive credit for Commit to Kids. Commit to Kids will release a refresher course that will be required of all leaders to complete when their Criminal Record Check is due for renewal (every 3 years).

Participation

All new leaders will be expected to participate in the three mandatory sessions within their first year of leadership. Participation in the other sessions will be at the leaders' discretion and can be spread throughout their 4-H leadership career. Pre-registration will be required. All sessions will be provided complimentary for 4-H leaders.

Check the 4-H BC Leadership Training Webpage (<https://www.4hbc.ca/leadership-training>) or talk to your Key Leader for more information and to find out about specific training dates and times for your area.

Level	Focus	Session	Topics
1	4-H Basics	1	Introduction to 4-H - 3 hours objectives of the 4-H program / 4-H pledge, motto and logo / 4-H BC structure / project, program and travel options
		2	4-H Administration- Online Format and in person- 3 hours registration/ forms, applications and scholarships / youth safety policies from 4-H Canada, such as the rule to two and incident reporting
		3	Commit to Kids – Online Format- Approximately 2 hours volunteer’s role in child safety / indicator signs of abuse / responding to a disclosure / reporting abuse/protecting yourself against allegations of abuse
		4	4-H Club Management – 2.5 hours club year plan: overview and activity / meeting agendas / meeting management / teaching techniques / understanding youth
2	Program Delivery	5	4-H Awards Program – Online Format and in-person- 2.5 hours 4-H awards program / junior proficiency exams: overview and activity / senior skill exams / awards cards / methods of recognition / 4-H awards nights
		6	4-H Project Teaching – 2 hours* teaching project skills / teaching and evaluating record keeping / club achievement day * This session has an optional 1-hour add-on that will cover animal care
		7	4-H Communications Program – 2.5 hours evaluating 4-H communications: overview and activity / teaching 4-H communications activity / planning a 4-H communications competition activity
		8	4-H Judging Program – 2 hours teaching 4-H judging / evaluating 4-H judging / planning a 4-H judging competition activity
		9	Farm and Home Safety – 2 hours 4-H farm and home safety / teaching 4-H farm and home safety / guest speaker
3	Leadership Skills	10	Fundraising – 2 hours charitable direct access applications: overview and activity / fundraising for club / district / project
		11	4-H Club Teamwork – 2 hours involving 4-H members in club leadership / involving parents: overview and activity / communication strategies
		12	Coaching/Mentoring – 2 hours conflict resolution / recruitment / leadership mentoring