



4-H British Columbia Leader Training Program



Introduction

The 4-H BC Leader Training program is comprised of thirteen 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 thirteen 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 are required to complete. New leaders must participate in these sessions **before registering as a 4-H leader** and will be considered on probation until they have completed all three trainings. New leaders will not be approved in their enrollment until the training sessions are completed. There is also a mandatory Youth Safety Refresher training course that renewing leaders are required to take **every 3 years** at the same time their Criminal Record Check (CRC) is up for renewal.

The three training sessions are as follows:

1. Introduction to 4-H
2. 4-H Youth Safety* & the Youth Safety Refresher Course**
3. Commit to Kids (formerly Put the Child First)

**4-H Youth Safety is a policy training session that replaces 4-H Administration.*

*** The Youth Safety Refresher Course is a refresher to the Commit to Kids and the 4-H Youth Safety training completed as a new leader. Every three years, when a leader's CRC is up for renewal, leaders are required to complete this refresher training to ensure confidence in applying skills to identify and handle issues related to the abuse of children and youth, and that youth safety at 4-H in Canada remains a top priority in all that we do.*

Methods of Delivery

1. **Introduction to 4-H** - 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 in-person and online trainings are through Eventbrite.

2. **4-H Youth Safety** - 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 in-person and online trainings are through Eventbrite.
***Youth Safety Refresher-** managed by 4-H in Canada for 4-H leaders across the country, this session is an online, self-paced course. Leaders will have the ability to leave and return to the course at anytime using a unique log-in. Access instructions will be sent to leaders that are requiring training at the time that their CRC is up for renewal.
3. **Commit to Kids** - managed by 4-H in Canada for 4-H leaders across the country, this session is an online, self-paced course. Leaders will have the ability to leave and return to the course at anytime using a unique log-in. Access instructions can be found on the 4-H BC Leadership Training webpage under the course heading.
4. **Sessions 5-10** will be offered at in-person regional training workshops. If you are interested in having one of these topics hosted at the next training in your region, please reach out to your local regional rep.

Training will be provided in each region once per year, and varying dates for online delivery. 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 10 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.

Participation

All new leaders are expected to participate in the three mandatory sessions before they begin their 4-H BC leader role. Renewing leaders will be expected to participate in the Youth Safety Refresher course every three years. 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](#) or talk to your Key Leader for more information and to find out about specific training dates and times for your area. Interested in having specific leader training topics delivered in your region? Please reach out to your regional council representative for more details. Regional councils are able to request leader training topics as a part of their annual planning process.

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 Youth Safety (Formerly 4-H Administration)- 2.5 hours youth safety policies from 4-H in Canada, such as the rule to two and incident reporting/ insurance coverage in case of accidents or incidents *Youth Safety Refresher Course - Approx. 1 hour review of youth safety policies from 4-H in Canada / review of signs of abuse / review of responding to a disclosure / review of reporting abuse/protecting yourself against allegations of abuse
		3	Commit to Kids – Approx. 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	4-H Club Teamwork – 2 hours involving 4-H members in club leadership / involving parents: overview and activity / communication strategies