

The Greene Clover

GREENE COUNTY / 4-H

DECEMBER / 2020

Our office is open **Monday-Thursday 8:30-4:30 p.m.** Masks are required when you are inside our building. The doors will remain locked. You must call when you arrive. Please review the updated guidelines. Virtual should be the main way of meeting right now.

In this newsletter, you will find info on enrollment in 4-H Online, camp update, financial summary requirement, volunteer training, and teen trip & scholarship applications.

Hands to Larger Service

Connecting with Seniors During the Holiday Season

Feeling connected and remembered during the holiday season is a great way to brighten spirits. While we cannot visit in person here are some ideas about how you can pledge your hands to larger service for someone else's health and better living:



Adopt a Senior - contact a facility and ask if there is a resident you can adopt and what their Christmas list is.



Virtual Christmas Caroling or Concert - Virtually visit and sing carols or play an instrument.



Send a Card - make homemade cards or buy cards and personalize them.



Recorded Greetings - Record messages or songs and send them to facilities for them to share with residents.



Donate Activity Items such as crossword puzzles, coloring books, colored pencils, large print books, word searches.



Virtual Visit with a phone call, Zoom, Facetime - whatever platform works. Ask to be paired with a resident and get to know them.



Create Decorations that can be hung on doors or windows such as wreaths, snowmen, and snowflakes.



Fulfill Their Wish List - Ask for the facility's wish list and purchase items to donate.

BEFORE YOU START: Reach out to the facility you are wishing to partner with. Ask them what their current policies are and what they are in need of. Every facility is different so plan ahead and contact them in advance.



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Online Club Enrollments in the NEW 4HONLINE2.0- NOW OPEN

Ohio 4-H upgraded software which means we get to learn a new interface.

All families will be required to enroll and sign up for the correct projects in 4-H Online by MARCH 1. The website is the same, oh.4honline.com.

For more info, visit, <https://greene.osu.edu/program-areas/4-h-youth-development/4-h-online>

PROJECT GUIDE & REQUIREMENTS

It is not too early to review the project guide. We are still waiting for new projects to arrive so be sure to check the document frequently for updates.

Visit www.go.osu.edu/greenecoprojectguide

CALENDAR

By now, we typically have everything figured out and scheduled for the next year. As is true with all things right now, everything is tentative. Please bear with us as we continue to adapt and follow the latest health guidelines.

END OF YEAR TREASURY REQUIREMENTS

Club and committee financial reports for the calendar year 2020 MUST be submitted by Jan. 31, 2021. Forms can be found at www.go.osu.edu/financialsummary. It works best in internet explorer. When you get to this page, there will be instructions. Please read completely. To submit form, you will be asked for our county submission email address. greeneh4@osu.edu.

This email address is only to be used for this financial form submission. Clubs will NOT be able to enroll youth for the new year until this form is completed. No report- no club.

If you have any trouble submitting this form, please contact the office for a hard copy.

VOLUNTEER TRAINING FOR 2021

We are looking forward to another great year of 4-H. Thanks again for all of your help, flexibility, and patience in 2020.

We have scheduled our required 4-H volunteer trainings. They will all be by zoom. Each one has a slightly different topic but they will all count as the required training. We will be conducting the child abuse training at each. You are more than welcome to attend multiple, but not needed.

As always, please let us know if you have any questions or concerns. [Please review this document for training dates.](#) We are offering several dates and times for a training. You can also follow the directions on page 2 to complete on your own.



TEEN AWARD TRIPS & SCHOLARSHIP APPLICATIONS

National trips will be offered by conducted virtually for 2021. State camps are being planned in person but may change to virtual.

Youth must fill out the Achievement Record by Jan. 15 to be eligible to attend.

<https://greene.osu.edu/program-areas/4-h-youth-development/teen-opportunities-scholarships>

4-H Camp 2021

At this time we are not sure what camp will look like next year. The camp staff is preparing for an overnight, day and virtual camp.

We will start taking camp counselor applications online starting this Friday, December 4th. Look for the link on our camp web-site page Friday AM. DEADLINE TO APPLY IS FRIDAY, DECEMBER 18.

Applications will only be accepted online. You will need to provide three references with email addresses. One must be your club advisor.

If you are a first-year counselor, please hold the dates of December 28 and 29 open for zoom interviews. Any questions please email Brenda at sandman-stover.1@osu.edu.

4-H FAMILY GUIDES

New for 2021!

Ohio 4-H will be mailing a family guide to each of our returning 4-H families. Advisors can pick up extra family guides at the office once we receive them. We haven't received them yet, so please don't come pick them up yet.

You can also view the Family Guide at www.ohio4h.org/familyguide. In addition, visit Project Central at <http://projectcentral.ohio4h.org>

Virtual is the preferred method right now when conducting programs.

Ohio 4-H Planning Guide for In-person Meetings and Events document has been updated, effective September 1. Thoroughly review this prior to any 4-H function. https://ohio4h.org/sites/ohio4h/files/imce/Resources/COVID-19_Resources/Ohio%204-H%20Planning%20Guide%20for%20In-person%20Meetings%20%20Events%208.31.2020-FINAL.pdf

Any time your county is designated a Level 4 Public Health Emergency (color-coded purple) by the Ohio Department of Health, all in-person 4-H club meetings and events must be held virtually or postponed until the designation changes to Level 3 or below. Ohio's Public Health Advisory System updates are at <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/publichealth-advisory-system/>



4-H Volunteer Training Schedule

ALL volunteers must complete at least one of the above trainings OR complete the approved online training following the instructions on page 2 before February 19, 2021 to remain an active 4-H volunteer.

December 2, 2020 6:00 PM	December 8, 2020 10:00 AM	December 14, 2020 6:00 PM	January 6, 2021 10:00 AM	February 11, 2021 6:00 PM
https://osu.zoom.us/j/91774374500?pwd=OWNiVkhYZDRVY09vUU82RUJEL0dZUT09	https://osu.zoom.us/j/96744465918?pwd=SmprUWk2UEhQZzdsbk85a24zZjZjZz09	https://osu.zoom.us/j/99834543279?pwd=UGdBWVWVrQ1pVbGU3b2c5SURWOEF2dz09	https://osu.zoom.us/j/97831063373?pwd=VnVDRDJkSVZleEEyUVMrWTdxVCtvZz09	https://osu.zoom.us/j/93847985632?pwd=NXE2bFlwMGFXQXN5R1Zlam1Pc3k0QT09
Meeting ID: 917 7437 4500 Password: 933133 Phone: 1-646-876-9923	Meeting ID: 967 4446 5918 Password: 019877 Phone: 1-646-876-9923	Meeting ID: 998 3454 3279 Password: 483151 Phone: 1-646-876-9923	Meeting ID: 978 3106 3373 Password: 992756 Phone: 1-646-876-9923	Meeting ID: 938 4798 5632 Password: 845376 Phone: 1-646-876-9923
Panel, Using the 4-H emblem policy, state mandated policy 1.50 training	Cloverbud volunteer training, using the 4-H emblem policy, state mandated policy 1.50 training	Committee volunteer training, using the 4-H emblem policy, state mandated policy 1.50 training	4-H Online 2.0, using the 4-H emblem policy, state mandated policy 1.50 training	New volunteer training, using the 4-H emblem policy, state mandated policy 1.50 training

CarmenZoom is supported by the Office of Distance Education and eLearning: <http://odee.osu.edu/>
Support Resources

- System Status: <https://go.osu.edu/systemstatus>
 - Find solutions and report issues: <https://go.osu.edu/it>
 - Help Articles: <https://resourcecenter.odee.osu.edu/carmenzoom>
 - Non-Discrimination Notice: <https://go.osu.edu/nondiscrimination-notice>
 - Privacy Statement: <https://osu.edu/privacy>
- Contact Us

- Phone: 614-688-4357 (HELP)
- Email: carmenzoom@osu.edu
- In Person: <https://techhub.osu.edu/buckeyebar>
- Accessibility Help Line: 614-292-5000



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As a reminder, all new volunteers must attend the new volunteer orientation or complete the online training following instructions on page 2.

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4-H Volunteer Training Schedule

How to complete training online:

- A. Accessing OSU / Ohio 4-H Policy 1.50 Online Scarlet Canvas Course
 - i. Ask volunteers to visit the self-registration link <https://go.osu.edu/150canvascourse> and fill out the form. Name and email addresses are required. It is okay to enter “0” for phone number and zip code. Enter “NA” for title and company. After filling out the registration form, two emails will be sent from Canvas Catalog. One email will ask to complete the registration, the other will confirm enrollment in the course. After creating an account to complete required training, bookmark the login page at <https://scarlet.instructure.com/login/canvas>
 - ii. Complete each module / video of the course and any corresponding quizzes.
 - iii. At the end of the course – complete the Certificate of Completion / Course Evaluation Survey.
 - iv. Scarlet sends a copy of the completion certificate to the respective county’s secure mailbox (i.e. county4h@osu.edu)

How to complete New Volunteer training online:

- A. Accessing Ohio 4-H New Volunteer Orientation Online Scarlet Canvas Course
 - i. Ask volunteers to visit the self-registration link <https://go.osu.edu/oh4hnvocanvascourse> and fill out the form.
 - Name and email addresses are required.
 - It is okay to enter “0” for phone number and zip code.
 - Enter “NA” for title and company.
 - After filling out the registration form, two emails will be sent from Canvas Catalog. One email will ask to complete the registration, the other will confirm enrollment in the course. After creating an account to complete required training, bookmark the login page at <https://scarlet.instructure.com/login/canvas>
 - ii. Complete each module / video of the course and any corresponding quizzes.
 - iii. At the end of the course – complete the Certificate of Completion / Course Evaluation Survey.
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Ohio 4-H Volunteer Training Requirements

OHIO 4-H VOLUNTEERISM & COMMUNITY CLUBS DESIGN TEAM

Ohio State University 4-H Volunteers have an outstanding reputation for their commitment to the development of our youth. In order to maintain this outstanding reputation, Ohio 4-H volunteers shall continue enhancing their skills to ensure all 4-H participants have a positive and educational experience by annually attending additional youth development training opportunities.

This requirement will be piloted in 2021, and the expectation of implementation will be in 2022. Annual updates, county trainings and conferences are great events to incorporate these topics in to events you are already doing.

On an annual basis beginning in 2022, to remain active and in good standing for the upcoming 4-H year, all current Ohio 4-H volunteers:

- Must participate in trainings covering at least **one** topic from each of the **two** identified volunteer competencies.
 - Each of these topics must be a minimum 30 minutes for a total of no less than an hour, with the best practice being a total of 2 hours.
 - These trainings may be offered consecutively at one event or multiple events.
- These trainings are required in addition to the Ohio State University Extension Recognizing & Reporting Child Abuse (Policy 1.50) training.

Expectations of County 4-H Professionals:

- Determine a completion deadline based on what works for the county program in correlation with already established county volunteer deadlines.
- Develop sessions and curriculum that covers a wide variety of topics. These may be offered in various formats within the county, region, virtually and/or at the state level.
 - A handful of training topics within each competency will be provided each year by the Volunteerism & Community Club Design Team. However, the topic within the competency and how it is taught may be determined by the County 4-H Professional. Resources will be made available in OneDrive and Scarlet CANVAS.
 - See the attached list of Core Competencies.
- At least one of the trainings must be an Extension provided, while the other may be an outside source training, if your county allows. This outside training must align with one of the core competencies and have pre-approval from the County 4-H Professional.
 - Examples may include Mental Health First Aid, CPR, etc.
 - Additional tools and resources will be shared by the Design Team.
- Keep documentation of these trainings. Excel works great!

Volunteers that do not meet the expectation may be placed on probation. County 4-H Professionals may determine if a grace period may be given for hours to be made up.



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Ohio 4-H Volunteer Training Competencies

In line with the VRKC identified by the National 4-H Council, below is a list of the 6 core competencies; two of which must be covered each year. The topics underneath each corresponding competency may be taught at the discretion of the 4-H Professional. The Volunteerism Design Team will identify the two competencies to be covered on an annual basis.

1. Communication (2022)
 - a. Effective Communication
 - b. Community Partnerships
 - c. Member Recruitment
 - d. Marketing 4-H
2. Organization (2024)
 - a. Parliamentary Procedure
 - b. Project/Cloverbud Resources
 - c. Parent Recruitment & Involvement
3. Program Management (2022)
 - a. Financial Management
 - b. Fundraising
 - c. Meeting and Exceeding Deadlines
 - d. 4-H Online 2.0
 - e. Using the 4-H Emblem Logos/Other OSU Guidelines/Policies
4. Positive Youth Development (2024)
 - a. Engaging Teen Leaders
 - b. Engaging First Time Youth
 - c. Working with Diverse Audiences
 - d. Strengthening Youth Committee Involvement
 - e. Creative Positive Club Culture
5. Education Design and Delivery (2023)
 - a. Officer Training
 - b. Club Leadership
 - c. Member Retention & Engagement
 - d. Building Virtual Engagement
6. Interpersonal Characteristics (2023)
 - a. Building Positive Relationships
 - b. Conflict Management
 - c. Behavior Management
 - d. Above the Line Volunteering

Communication	<ul style="list-style-type: none"> •Abilities to create, deliver, and understand information •Good speaking, listening, and writing skills; positively presenting 4-H to the public; appropriately using technology to communicate
Organization	<ul style="list-style-type: none"> •Abilities to engage others in planning and delivering program •Planning and organizing successful programs, recruiting and involving parents in 4-H activities, identifying and serving community needs
Program Management	<ul style="list-style-type: none"> •Abilities to understand and follow appropriate policies, procedures, and safety guidelines •Anticipating and managing risks, keeping accurate and complete records and finances, providing an organized and supervised club environment
Positive Youth Development	<ul style="list-style-type: none"> •Abilities to create an environment that results in the positive development of youth •Caring for and ability to motivate youth, helping youth to develop life and leadership skills, appreciating diversity
Education Design & Delivery	<ul style="list-style-type: none"> •Abilities to plan, conduct, and evaluate learning opportunities for youth •Presenting activities and programs appropriate for different ages, using a variety of activities for different learning styles, having knowledge of the topics/subject matter delivered
Interpersonal Characteristics	<ul style="list-style-type: none"> •Abilities to work effectively with and understand others •Volunteer is honest, ethical, and moral; volunteer has patience and is flexible; having compassion for others

National 4-H Council. (n.d.). Volunteer research knowledge and competency taxonomy for 4-H youth development (VRKC). Chevy Chase, MD: National 4-H Council.