



## **Top 10 Management Practices for 4-H Clubs**

1. Connected to the 4-H Movement
  - Chartered
  - Workable club constitution and by-laws
  - Financial Responsibility
  - Aligned with the Extension Unit's 4-H Youth Development Efforts
2. Supportive and Engaged Adult Leadership
  - VIP registered volunteers
  - Commitment to 2-deep leadership
  - Leadership Rotation Plan
  - Identified, Trained Project Leaders who are held accountable for teaching
3. Active Parents Committee
4. Welcoming Environment
  - inviting and friendly
  - affirm and support one another
  - mentor and welcome newcomers
5. Communication system
  - newsletter, calling/e-mails tree
6. Empowered and Supported Officers
  - youth/adult partnerships
7. Advanced Planning: Distribute an Annual Calendar with Club & Project meetings
8. Prepared meetings
  - Safe environment
  - Location
  - Time
  - Agenda: Balance between business, education, recreation/group building
9. Active and Functioning Youth/Junior Leaders
  - youth/adult partnerships
10. Value and Practice Service to Others
  - community service