OKLAHOMA 4-H - SALUTE TO EXCELLENCE 2023

VOLUNTEER RECOGNITION APPLICATION



Congratulations on being recognized for your contributions to the 4-H program, members, and volunteers in your club and home county.

The county nomination is an opportunity to be considered for your notable contributions at a district and even state level.

Any nominee who submits the following materials on or before March 27th will receive a free full registration to attend the 2023 State Parent-Volunteer Conference in Stillwater on June 24.

Your county educator and Extension office are a great resource for helping you put together the application package.

APPLICATION WILL INCLUDE:

- 1. **4-H Resume** The resume is an opportunity to share your 4-H story and experiences. It can be no more than 2 pages, 12-point font with 1-inch margins
- 2. Three (3) Letters of Recommendation

Letters of recommendation must be written by a 4-H staff member, 4-H youth participant, and another volunteer/parent. All letters are to be <u>signed by hand</u> by the author. Letters should be no longer than 2 pages in length, in 12-point font with 1-inch margins. Letters may be Word or PDF format.

3. Photograph -High-quality photograph (600 dpi) of the nominee.

Photos must be saved as *TIF, JPG, BTMP, PNG or GIF format*. Photographs or pictures embedded in a word document or as a PDF are not acceptable.

All materials are to be submitted electronically to the district 4-H Office on or before March 27, 2023.

District and State winners will be announced at the annual OK 4-H Parent-Volunteer Conference.

- District winners receive an engraved plate.
- State winners receive a \$250 scholarship which can be used for the purpose of continuing their development as a 4-H volunteer.
- The State Volunteer of the Year winner will be Oklahoma's nominee for the regional awards program.
 - State *Outstanding Lifetime Volunteer* recipient will not automatically be advanced to the regional Outstanding Lifetime Volunteer awards program. The

- Oklahoma 4-H Volunteer Board reserves the right to consider previous nominees for advancement.
- Regional winners receive a personalized plaque and a \$200 donation in the Honoree's name to a local 4-H program of the honoree's choosing.
- National Honorees will receive a plaque or similar symbol representative of their achievement. Additionally, National Council will donate \$1,000 in the Honoree's name to a local 4-H program of their choosing.

County Use ONLY

1. Electronically submit the volunteer's materials to the district office on or before <u>March 27th.</u> A complete application includes the 4-H resume, photograph, and three letters of recommendation.

District Use ONLY

- 1. Uploaded to the designated Dropbox on or before March 30th.
- 2. **Labeling electronic file(s) for the nominee** Create one file folder for each nominee. Use the following abbreviations in labeling the file.

Award (LF - Lifetime, VY-Volunteer of Year)_District (West, SE, NE)_County(spell out county)_Last Name

Example of how a file will be labeled:

Lifetime Nominee Folder will be labeled LF_W_McClain_Peabody

Volunteer of the Year Nominee Folder will be labeled VY_NE_Atoka_Marks

Within the file folder, label each piece using the following examples.

 County_Last Name_Resume
 Example:
 McClain_Peabody_Resume

 County_Last Name_Photography
 Example:
 McClain_Peabody_Photography

 County_Last Name_Letter_Extension
 Example:
 McClain_Peabody_Letter_Extension

 County_LastName_Letter_Youth
 Example:
 McClain_Peabody_Letter_Youth

 County_LastName_Letter_Volunteer
 Example:
 McClain_Peabody_Letter_Youth

(4-H Resume' Template)

NAME COUNTY

** Please don't be intimidated by the outline below. It is intended to inspire and generate ideas for things you want to share. Reminder, you are limited to two pages, front only, 12-point font, 1-inch margins.

Answer questions 1- 5 in your own words. It is not necessary to repeat the sentence, but please number your response so it corresponds with the question. The response can be bullets or paragraphs. Your choice.

- 1. Briefly introduce your 4-H career as a volunteer and why you choose to volunteer your time, talents, and resources in your club/community/county/district/state.
- 2. Share a story(s) where you remember having a positive impact on the life/lives of 4-H youth.
- 3. Share a story(s) where you remember having a positive impact(s) on the 4-H program (could be with a club, committee, leadership role, fund raising, program growth, member recruitment and retention, volunteer recruitment and retention, partnering with community resources, etc.)
- 4. How have you grown personally because of being a 4-H volunteer.
- 5. Briefly highlight what you believe are your most important 4-H related leadership roles, honors, etc.
- 6. Optional/FOR INFORMATIONAL PURPOSES ONLY
 - 4-H Alumni? Feel free to share highlights and experiences.
 - Current position (professional/homemaker/retired/etc.)