

## **4-H Club Leaders – Responsibilities**

- Ensure that a committee is selected to plan and be responsible for the club competition.
- Explain the purpose of 4-H communication training to the club and organizing committee.
- Discuss the competition rules and speaker's responsibilities with members and review organizers guide with competition organizers.
- Discuss special procedures members are taught (found in public speaking and presentations fact sheets). This will ensure members are familiar with the criteria they are judged on.
- Encourage speakers to select topics based on their interests, experience and knowledge level. At the senior level, members should write and deliver speeches that involve research and convey an opinion or stance on a particular issue.
- Encourage members to set personal goals and evaluate themselves against their own past performances.
- Order the necessary public speaking materials (see Club Supplies Catalogue) and give them to the organizing committee.

Public speaking is an individual development experience. The speaker's own growth measured against their own previous experience and accomplishments is the most important feature of the program.

Although the 4-H structure does identify "winners" in the competition, the primary objective is to develop strong communication skills in individual members. Confident, responsible self-expression is a goal of the communication program. Public speaking helps members to organize and present ideas, opinions and information, in a logical and persuasive manner. They are building confidence in self-expression. They are taking responsibility for the most important skill of adult life - communication. Be sure to emphasize this point when preparing for public speaking competitions. Remind members how they will use the skills now - in school and at home.

### **Immediately After the Club Event:**

- Forward the list of club participants to the organizers of the next level of competition
- If requested, confirm the names of judges and/or volunteers for the next level of competition and provide to the organizers.
- You may be asked to provide information about the next level of competition to club representatives

**Note:** The club Head Leader does not personally have to do all of this but should ensure it is suitably delegated and covered each club year.