

4-H Vice President Officer Book Score Sheet

Member's Name: _____

4-H Age: _____ 4-H Club: _____

REQUIREMENTS	Possible Points	Total Points Received
Attended County Officer Training	10	
Records Organized in a 3-ring Binder	5	
Neatness and Organization 1. Easy to read – either typed or handwritten in blue or black ink 2. Materials organized and easy to understand	10	
One Page Written Summary of Club Vice President Experience	15	
Agenda Consultation and Review <i>Include a summary of each with details and photos in the binder.</i> <input type="checkbox"/> Agendas for each meeting (6 meeting minimum) <input type="checkbox"/> Include the proper Officer and Committee Reports	20	
Committee Organization and Reports <i>Officers can use the examples from their Officer Resources Guide</i> <i>Include a summary of each with details and photos in the binder.</i> <input type="checkbox"/> Creation and Organization of Committees <input type="checkbox"/> Committee Reports typed up (min. 2) (Example. Club T-Shirt committee or Booth committee)	20	
Educational Planning <i>Officers can use the examples from their Officer Resources Guide. Examples: bring in your extension educator, a teacher, a community partner or volunteer to talk with your 4-H club on a topic.</i> <i>Include a summary of each with details and photos in the binder.</i> Topics: _____ Date for Activity: _____ 1. _____ 2. _____	10 points each 20 points max	
4-H OFFICER BOOK SCORE		/100

