



ANNUAL ACHIEVEMENT RECORD - Purpose & Tips

Purpose

4-H end of year documentation serves a variety of purposes in the 4-H youth development program. Record keeping, a valuable life skill, allows Members to document completed work as well as identify Project and Club activities, achievements and knowledge gained. Through consistent and conscientious completion of these documents, Members chart their personal growth and measure achievement throughout their 4-H careers.

Record keeping teaches/develops these additional life skills and valuable habits:

- Maintaining consistent records of attendance, achievement and experiences
- Improved communication
- Self reflection/evaluation
- Learning time management and organizational skills
- Learning responsibility and goal setting skills
- Using records to build a history of participation and achievement for scholarship applications, job applications and to identify areas of personal growth

The Nevada 4-H Program Annual Achievement Record is meant to accompany and serve as the basis for completion of the Nevada 4-H Star Rank Program Application. Individual 4-H County Programs may require additional materials from 4-H Members for completion of a 4-H Year. (Exs. "Portfolios," "Record Books," etc.). Members should contact their local 4-H Office to learn what is required to complete a 4-H Year and receive full recognition for that year's activities.

(Information excerpted from the UNCE-S. Nye County's 4-H Record Book)

Remember: *"Diligence is the mother of good luck."* - [Benjamin Franklin](#) (1706-1790) American statesman, scientist, philosopher, printer, newspaper editor & writer.

Tips

Include your specific involvement (attended, competed, presented, etc.) and level of participation through these code letters: **I** = Individual, **L** = Local Club/Unit/Project, **C** = County, **M** = Multi-County/Section, **A** = Area, **S** = State, **N** = National/Multi-State, **G** = Global.

Use these contest, show or event placing abbreviations: **W** = White, **R** = Red, **B** = Blue, **RC** = Reserve Champion, **C** = Champion and **GC** = Grand Champion.

If you do not have information or did not participate in an activity, put "N/A" or "Not Applicable" in the specified section. This indicates you did not have a response, as opposed to forgetting to complete it.

The Annual Achievement Record, Nevada 4-H Star Rank Program should be completed in ink, typed or computer generated.

Items cannot be counted in multiple categories (e.g. double-counting). However, if a Member participates in multiple activities during one event, those separate activities may be counted and attendance at the event counted. (Ex. Member participates in the Nevada Junior Livestock Show AND is a Member of the NJLS Youth Advisory Council.)



Annual Achievement Record

(Accompanies NV 4-H Star Rank Program)

4-H Year: _____

County: _____

Name: _____

Birth Date: _____ Gender: Female Male

Age on January 1: _____ (*Of the current 4-H Year*)

Total Years in 4-H: _____

Address: _____

Insert Photo Here (If
Required by County)

City: _____ State: _____ Zip: _____

Email: _____

Phone: (____) _____

I have prepared this Record; it is truthful and represents my best work:

Member's Signature

Date

I have reviewed this Record; it is truthful and represents my child's best work:

Parent/Guardian's Signature

Date

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4-H Committee Chairperson

Project/Club, County, Area, State 4-H Committee Chairmanships. Total Committee Chair Roles.

Record each instance in which you were the Chair, or equivalent, of a 4-H related Committee, Council, work group, etc. Equivalent positions with different titles like *presiding officer*, *moderator*, *chair* and *convener* should also be recorded here. Roles recorded are those strictly within a committee. Club/Project Officer (President, Vice-President, etc.) positions and Committee membership are recorded elsewhere in this document.

Level	Committee Name	Title	Length of Service on Committee
EX. L	Fernley Rabbit Club-Refreshment	Moderator	1 Month (Nov. 2010)
EX. S	State 4-H Dog Rules Work Group	Chair	Ongoing (June 2010 -)
Total Number of Chair Roles:			

Offices Held

President, Vice President, etc. Total Officer term/s.

Record each Officer position held. Positions may include President, Vice-President, Secretary, Treasurer, Reporter, Sergeant-At-Arms, etc. The Office may be part of any 4-H related entity or body; excluding committees. Officers should have specific responsibilities and duties.

Level	4-H Entity / Body	Office
EX. L	Elko 4-H Ski/Snowboard Club	President
Ex. C	Pahrump Jr. & Teen Leader Club	Treasurer
Total Officer Positions:		

Community Service

Individual, Project or Club community service activities as part of 4-H. Total instance/s.

Community service includes all community service activities completed as part of 4-H participation. Community service is defined as a volunteer service benefiting a community and/or its organizations. Community service is measured by number of activities or instances.

Month / Year	Service Description
<i>EX. May, 2010</i>	<i>Collected canned food and donated to the food bank.</i>
Total Instances of Community Service:	

Youth/Adult Partnership OR Mentoring

Youth/adult partnership or mentoring experience/s. Total instance/s.

This includes partnerships with adults and/or the mentoring of new 4-H Members. Youth/Adult Partnerships (YAPs) encompass a more robust or involved relationship than would exist if the youth and adult were strictly committee members. Partnership implies two individuals working toward a singular goal, with both parts having an equal voice and responsibility for outcomes.

Mentoring implies more of a teacher/student relationship than would be in a YAP or in a Project/Club (Leader/Member) setting. The adult (or older youth) serves as a counselor or teacher to the younger 4-H Member. To be recognized by 4-H, the mentoring relationship should be arranged by 4-H staff and involve a committed agreement between the Leader (or older youth) and mentee. Mentoring consists of working with and teaching the newer Member. Youth/Adult Partnerships and Mentoring are counted by number of instances.

Year	Level	Project / Position	Responsibilities
<i>EX. 2010</i>	<i>S</i>	<i>State Ambassador</i>	<i>Worked closely with state office, planned state wide events, gave leadership workshops to clubs in my community</i>
Total Number:			

Participation/Achievement Outside of 4-H

School, youth group, church, peer educator, etc. participation and achievement. (Ex. Eagle Scout, church delegate to conference.) Total group/s or achievement/s.

This is an opportunity to acknowledge a Member's participation and or achievement in endeavors outside of 4-H. Leadership roles in faith, civic or school organizations could be included as well as achievement in academic or non-academic venues.

Year	Level	Entity or Group Participated In / Achievement
EX. 2011	S	<i>1st Team AA Offensive Linemen of the Year</i>
EX. 2011	C	<i>Featured Choir Soloist at St. Catherine's Cathedral Sunday Masses</i>
EX. 2011	L	<i>Valedictorian of Stephen Schafer High School (Laramie, WY)</i>
Total Number:		

The NV 4-H Program's Annual Achievement Record, NV 4-H Star Rank Program All Star Rank Application and NV 4-H Star Program Application were all updated in 2010/2011. Special Thanks to Committee Members: Reana Bye, Celestina Cubio-Torres, Kayla Neilson, Sarah Chvilicek, Shannon Montana, Marianne Papa, Amanda Allegre, Sharon Barton and Andrew Munk. Thanks to Stephen Schafer for working with this group in his capacity as State 4-H/Youth Development Coordinator.

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Updated 5/11

Nevada 4-H Star Rank Program Application



(Must accompany Annual Achievement Record)

Member: _____ 4-H Year: _____ Current Star Rank: _____

Item, Activity or Event Items	() Required	EOY Document Page #	This Year's Goal	Total This Year	Total Past Years	Total All Years	White Star (5)	Red Star (6)	Blue Star (7)	Gold Star (8)
Project/s Completed Record each Project area completed in a 4-H Year. (ex. Market Lamb is a Project area; two market lambs may be raised in the 4-H Year.) Total Project area/s completed.		2					(2)	(4)	(8)	(12)
4-H Committee Member Project/Club Committees. Total Committee/s.		2					2	5	8	15
4-H Committee Chairperson Project/Club Committees. Total Committee Chairmanship/s.		3					2	5	8	12
Offices Held President, V. President, etc. Total Officer term/s.		3					1	1	2	(3)
4-H Camp Participation (* Must include at least one counseling experience.) Includes Area, Day and/or Military Camp or approved experience. Total Camp and/or Camp Counseling experience/s.		4					1	2	3	3*
Leadership Jr. or Teen Leadership <u>Projects</u> completed OR County or State Ambassador <u>years</u> completed. Total Project/s and/or Year/s. (Junior Leader – 12-15; Teen Leader – 16-19 (4-H Ages))		4					0	1	(1)	(2)
Community Service Individual, Project or Club community service activities part of 4-H participation. Total instance/s.		5					1	3	5	8
Youth/Adult Partnership OR Mentoring Youth/adult partnership or mentoring experience/s. (ex. Member is part of Development Council w/adults.) Total instance/s.		5					1	2	3	5
Recruited new 4-H Members or Leaders. Total individual/s.		6					1	3	5	(8)
4-H Showmanship, Fashion Revue, Judging or Skill-a-thon Contests AND achievement in Levels (ex. Horse) programs Any contest or competition requiring multiple skills (ex. decision making and public speaking) to participate. Total Contest/s / event/s (ex. State 4-H Livestock Judging Contest.)		6					1	2	3	(5)
4-H Exhibits Awards/Recognition received for static exhibition of Member's skills or work (ex., award received @ County Fair for Member made apron.) Total award/s or honor/s.		7					2	4	8	12
4-H Awards and Honors Includes awards/honors applied for and won as a 4-H Member (ex. Prudential Spirit of Community Distinguished Finalist.) Award should be equal to or greater than equivalent of Grand or Reserve Champion. Total award/s or honor/s.		7					0	1	2	3
4-H Public Relations Target audience beyond, but may include, 4-H. Formats include, but aren't limited to: radio/television/newspaper interviews, "Share The Fun", speech, demonstration, "blogging" and/or posting to websites or social media (Facebook™, etc.) utilities. Total instance/s. <i>Includes 4-H exhibits outside of 4-H.</i>		8					1	2	(2)	(3)
4-H Activities, Events and Experiences County, Area, State, Region and/or National events OR tours, workshops, etc. participated in not part of Project/Club experience. Total activity/s, event/s or experience/s.		8					1	2	3	5
Participation/Achievement Outside of 4-H School, youth group, church, peer educator, etc. participation and achievement. (ex. Eagle Scout, church delegate to conference.) Total group/s or achievement/s.		9					4	8	16	(20)

I have personally prepared this document and believe it to be correct.

4-H Member (Signature) _____ Date _____ Parent/Guardian (Signature) _____ Date _____

UNCE/4-H Staff (Signature)	Date
APPROVED FOR STAR RANK (Circle): White Red Blue Gold All Star	

Nevada 4-H Star Rank Program All Star Rank Application



This Application is for 4-H Members applying for the honor of All Star Rank in Nevada's 4-H Star Rank Program. All Star Rank is the highest award in the Program; recipients are unquestionably the best examples of youth who've excelled in 4-H. Recipients have a variety of exposure to 4-H Projects, Club, events and conferences, have mastered many life skills and show the highest levels of achievement and commitment in all responsibilities.

Requirements for All Star Rank application:

- 1) Must have received Gold Star Rank in the NV 4-H Star Rank Program (or equivalent States' Program.)
- 2) Must be 17 years of age (4-H Age.)
- 3) Must have endorsement of County UNCE/4-H staff (as evidenced by signature on Application.)
- 4) Must have support of Parent/Guardian (as evidenced by signature on Application.)
- 5) Must have been an exhibitor or participant in a State level Contest, conference or event; participation in a Regional or National level Contest, conference or event is an alternative.
- 6) Must submit Application to the appropriate UNCE County Office by stated deadline accompanied by:
 - a) Letter of endorsement from 1 (one) 4-H Leader with direct knowledge of Member suitability for honor.
 - b) Letter of endorsement from 1 (one) County UNCE/4-H staff person with direct knowledge of Member suitability for honor.
 - c) Current Annual Achievement Record.
 - d) Current photo (ex. school photo or photo from shoulders.)
 - e) Completed 4-H Photo/Audio/Video/Quote/Name/Town Release

Name _____ Years in 4-H (Including current year) _____

Address _____

Email Address _____

Phone Number/s _____

Social network/s you are a member of: (Check all that apply) Facebook MySpace
 Twitter Other

Please answer all questions below; the quality of answer should be equal to those of an exceptional Star Rank recipient.

Please list the 4-H State, Regional and/or National trips, contests or opportunities you've been a part of and give a brief description of your involvement in them. Include in the description any advanced leadership or responsibility positions you've held. (Additional page/s may be used.)

Community service is one of 4-H's most important responsibilities and endeavors; building community capacity and giving back are important traits of citizens 4-H hopes to create. Please list/describe your most personally valuable/significant contributions to the community. (Additional page/s may be used.)

Please describe why you feel you should be awarded the highest level in Nevada's 4-H Star Rank Program. (Additional page/s may be used.)

By signing this Application, I verify all information, statements and materials are truthful and my own best work as a 4-H Member.

4-H Member's Signature _____ Date _____

I support this 4-H Member's application for the All Star Rank in Nevada's 4-H Star Rank Program.

Parent/Guardian Signature _____ Date _____

I, on behalf of my County 4-H Program, endorse this 4-H Member's application for All Star Rank in Nevada's 4-H Star Rank Program.

UNCE/4-H Staff Signature _____ Date _____

Additional Comments:

All Star Rank applications are considered and approved by UNCE County 4-H Offices; outside advice and/or opinion may be sought. Applications are forwarded to the NV State 4-H Office which issues recognition on behalf of the Nevada 4-H Star Rank Program.

All Star Rank is symbolized by a gold pin with green star.

*4-H is a **community of young people** across America learning **leadership, citizenship and life skill**. 4-H began a century ago as an educational program for the nation's rural youth. Today, 4-H meets the needs of and engages young people in positive youth development experiences.*

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