



4-H TEEN CITIZENSHIP, LEADERSHIP & SERVICE CONFERENCE
January 23-24, 2010

PLACE:

Kettunen Center, Tustin, Michigan

TIME:

Sign-in	Saturday, January 23, 2010, 10:00 – 11:30 a.m.
Workshop Begins	Saturday, January 23, 2010, 12:30 p.m.
Workshop Ends	Sunday, January 24, 2010, noon, lunch provided afterward

WORKSHOP COORDINATOR:

Cyndi Mark (before December 18)/Betsy Knox (after December 18)

COST:

The fee for 4-H members and 4-H volunteers who attend this workshop is \$52.00. Extension staff, including educators, program associates and assistants, who bring a volunteer leader or member to the workshop, will be charged the reduced volunteer rate of \$52.00. This fee includes \$37.00 toward meals and lodging and a \$15.00 resource fee for registration materials and resource people. All additional expenses for 4-H volunteers are covered by Michigan 4-H Youth Development and donors to the Michigan 4-H Foundation. MSU Extension staff, non-4-H members and personnel from other agencies pay \$95.25. All fees must be prepaid at your county MSU Extension office.

Persons canceling without a replacement by Wednesday, January 13, 2010 will be charged the \$15.00 resource fee. Persons who do not show up at the workshop, do not have a replacement, or do not cancel through the State 4-H office within 48 hours prior to the start of workshop will be billed a \$52.00 no-show fee.

RESERVATIONS:

County reservations must be at your county MSU Extension office no later than Friday, January 8, 2010. Please use workshop #707 when entering reservations on the MSUE 4-H Workshop Registration System. Please indicate which sessions you would like to take at the conference at the time of your reservation (more information on sessions is included).

WHO SHOULD ATTEND:

The conference is open to teens aged 14 and up (4-H members and non-members alike), adult 4-H volunteers and youth educators, and adults who work with youth in a variety of educational settings. The 2010 conference is for individuals who are willing to put into action in their communities the skills that they learn and knowledge that they gain. It is designed both for those interested in starting a project in the area of citizenship, leadership, and service and for those who would like to incorporate those ideas into their clubs and projects.

WORKSHOP PURPOSE:

Participants in the 2010 4-H Teen Citizenship, Leadership, and Service Conference will work with 4-H staff and volunteers to achieve the following objectives:

- Develop skills, knowledge and commitment in citizenship, leadership and service
- Learn ways to become leaders in a globally interdependent world
- Discover what social entrepreneurship is and learn fun ways to use a “plunger”
- Give youth and adults the tools to start a citizenship, leadership, or service program in their community and/or build-on and enhance existing programs and activities
- Discover ways to be an effective club member and officer
- Meet and share ideas with 4-H volunteers from around the state
- Make friends and have fun learning in a beautiful, natural setting in Northern Michigan.

CONFERENCE SESSIONS

Join us for a new and refreshed version of this exciting teen conference. Teens and adults from across the state are converging on Kettunen Center to learn leadership and civic engagement skills. They use what is learned to make a difference in their communities. The conference is open to teens 14 years old and up and adults. Teens and adults sign up for sessions to attend throughout the weekend when they register.

PARTICIPANTS MUST PRE-REGISTER FOR SESSION CHOICES: Pre-register for sessions A-R by choosing four sessions as your first choice and two sessions as your second choice for a total of 12 choices. If you choose a two- or three-part session, be sure to count all the “parts” in your total of 12 choices for 4 different session times. In the option section of the registration, space is limited to 7 choices so where possible, put your 1st and 2nd choice in the same field. ***The list of sessions is at the end of this announcement. You can pick between themes or stay in one, just remember to pick four sessions times. Each session has a maximum of 30 people.***

CHAPERONE RESPONSIBILITIES:

Every county is responsible for designation of chaperones for youth coming to state off-campus 4-H events. Chaperones must be adults (aged 21 years old or older) who have gone through the MSU Extension Volunteer Selection Process. Chaperones are responsible for serving as role models for youth and for guiding youth behavior. All adults serving as chaperones during 4-H events should receive information about their chaperone role before the event. This could take place at a face-to-face meeting, over the phone or via mail. This offers an opportunity for chaperones to review the role of and expectations for event chaperones and to raise any questions or concerns they might have. A “4-H Event Chaperone Responsibilities” handout is available at the “Staff Resources for the Youth-Adult Housing Policy” web page: <http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

YOUTH-ADULT HOUSING POLICY FOR 4-H OVERNIGHT EVENTS:

To help ensure the safety and well-being of both youth and adults involved with Michigan 4-H, the “Youth-Adult Housing Policy for 4-H Overnight Events” was developed. This mandatory policy, which went into effect on January 1, 2008, applies to any Michigan 4-H–sponsored state-, regional-, multi-county-, county- or club-level overnight event where adults are housed with youth, such as workshops, events, fairs, exchanges, overnight trips, lock-ins and camps. The core of the policy states that youth can be housed with unrelated adult chaperones aged 21 and over (age as of date of event) at overnight 4-H events as long as the youth-adult ratio is at least two youth to one adult and the adults have been through the MSU Extension Volunteer Selection Process. Before any youth attends an overnight 4-H event, each youth’s parent or legal guardian must sign and return

the 4-H Overnight Housing Parent/Guardian Permission Form (available from the county MSU Extension office). This form is kept on file at the county MSU Extension office and it is not sent to the State 4-H Office. Complete information on the policy is available at:
<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

REGISTERING YOUTH AGED 18, 19 OR 20:

In keeping with the new *Michigan 4-H Youth-Adult Policy for 4-H Overnight Events*, any youth aged 18, 19 or 20 at the time of the event who is a registered 4-H member and who attends an event as a participant must not be housed with or share bathrooms with younger, unrelated youth unless he or she has completed a background check including one reference check and a criminal history check. The background check should be completed no more than once a year, unless circumstances warrant more frequent checks. When county staff registers a 4-H member 18, 19 or 20 years old on the MSU Extension 4-H Workshop Registration System, they will be asked if a background check has been completed for youth in this age bracket. The State 4-H Office will accept and process registrations only if a background check is completed. This form is kept in the county, and it is not sent to the State 4-H Office. Complete information on the policy is available at:
<http://web1.msue.msu.edu/msue/cyf/youth/downloads/housingpolicy/index.html>.

MEDIA RELEASE/MEDICAL TREATMENT AUTHORIZATION:

When registering a youth participant aged 18 and under for a workshop, **the participant's parents or guardians must complete and sign the Medical Treatment Authorization section of the form.** This form is then given to the county MSU Extension office, which sends it to the workshop coordinator. Copies of the form can also be brought to the workshop. Youth without a form signed by a parent or legal guardian will not be allowed to stay at this overnight workshop.

All workshop participants, teen and adult, are encouraged to complete the Media Release section of the form. This section authorizes MSU Extension to record and photograph workshop participants and to use these photos and voice recordings in educational and promotional publications and programs.

WHAT TO BRING:

Comfortable clothing, ideas to share with others and enthusiasm! Bedding, linens and towels are furnished. Boots, gloves and outdoor coats to use during recreation times.

WORKSHOP SPONSORS:

This workshop is sponsored by the Michigan 4-H Foundation through a grant provided by the sources listed below. Please send your letter of appreciation to:

*Donors to the Michigan 4-H Foundation
c/o Jamey Fitzpatrick, President
240 Spartan Way
East Lansing, MI 48824-6005*

All participants are strongly encouraged to send a letter of appreciation to the above donor. Without their help, this workshop would not have been possible.

SMOKING REGULATIONS:

All persons are expected to follow Kettunen Center's smoking regulations. The use of tobacco is prohibited in all indoor spaces. Smoking areas are provided outside of the buildings.

CONDUCT POLICY:

Positive behavior is a key expectation for youth and adults participating in 4-H activities – behavior that reflects trustworthiness, respect, responsibility, fairness, caring and citizenship. Participants are expected to follow all workshop and event guidelines. Theft, vandalism, the use of illegal drugs and alcohol, inappropriate or threatening behavior that violates the rights of others, and other such offenses are strictly prohibited, and anyone involved with these offenses will immediately be sent home at his or her own expense. If it is determined by 4-H staff or persons in charge of the activity that the offense warrants it, the offender will be turned over to the proper authorities. Participants are expected to take responsibility for their own actions and encouraged to inform their chaperones or the workshop coordinator if another person is mistreating them.

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES:

Accommodations may be requested by calling Betsy Knox at (517) 432-7603 three weeks before the workshop to ensure sufficient time to make arrangements. Requests received after this time will be met when possible.

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January 23-24, 2010
Kettunen Center, Tustin, Michigan

SATURDAY, JANUARY 24

10:00 – 11:30 a.m. **Sign-in**

11:30 – 12:30 p.m. **Lunch**

12:30 – 1:15 p.m. **Workshop opening**
Welcome to our Teens in Action Conference 2010 – Our Workshop Theme

Times						
	Saturday, January 23					
12:30 – 1:30	Workshop Opening – Lakeview Room General session – Betsy Knox Citizenship, Leadership and Service is a part of our everyday lives – Melissa Bowman					
1:30 – 1:45 p.m.	Break					
	Communication Skills	Leadership	Community Service-learning	Citizenship	Citizenship & Government	Global Leadership
1:45 – 3:15	A. Public Speaking Dave Thomas & Kathy Thomas	B1. Teambuilding & Leadership Skills Development I <i>You must select both B1 & B2</i> Melissa Bowman	C. How Can I Help - Be an active community member and serve Monica Borgman	D1. Introduction to community decision-making <i>You must select both D1 & D2</i> Ann Chastain & Michelle Walk	E1. Michigan Legislature Simulation I <i>You must select E1, E2, & E3</i> Claire Layman & Darren Bagley	F1. Become a 4-H International Exchange Ambassador I <i>You must select both F1 & F2</i> Jan Brinn & Renee Applegate
3:15	Break					
3:30 – 5:00 p.m.	G. Not So Scary Demonstrations Monica Borgman	B2. Teambuilding & Leadership Skills Development II <i>You must select both B1 & B2</i> Melissa Bowman	H. Building Support and Finding Partnerships Michelle Neff	D2. Introduction to community decision-making <i>You must select both D1 & D2</i> Ann	E2. Michigan Legislature Simulation II <i>You must select E1, E2, & E3</i> Claire Layman & Darren Bagley	F2. Become a 4-H International Exchange Ambassador II <i>You must select both F1 & F2</i> Jan Brinn &

				Chastain & Michelle Walk		Renee Applegate
6:30 – 8:30	<p>Take the Plunge!!! This creative activity will show you how blending leadership, service-learning and entrepreneurship can make a powerful impact in your community.</p> <p>Laura Allan & Chris Stickney</p>					
9:00 – 11:30	<p>Join your friends in: Dancing and Karaoke -- Lakeview Room - (Lakeview Room) Sledding on the hill; games in the library; Ping-pong – outside the Ford Room</p>					
Midnight	Lights out					
Sunday, January 24						
8:30 a.m. – 9:45	<p>I. Networking with friends and professionals</p> <p>Dave Thomas & Kathy Thomas</p>	<p>J1. Leadership Skills for Successful Meetings</p> <p><i>You must select both J1 & J2</i></p> <p>Vera Wiltse</p>	<p>K. Making the Most of Your Service</p> <p>Chris Stickney</p>	<p>L. Youth Activism</p> <p>Robyn Stegman</p>	<p>E3. Michigan Legislature Simulation III</p> <p><i>You must select E1, E2, & E3</i></p> <p>Claire Layman & Darren Bagley</p>	<p>M. Discover the world through 4-H International Exchanges!</p> <p>Renee Applegate & Jan Brinn</p>
9:45 – 10:00	Break					
10:00 – 11:15	<p>N. Help, someone just poked me! The ins and outs of social networking</p> <p>Chris Stickney</p>	<p>J2. Leadership Skills for Successful Meetings</p> <p><i>You must select both J1 & J2</i></p> <p>Vera Wiltse</p>	<p>O. 4-H Club Officer Training</p> <p>Melissa Bowman</p>	<p>P. Getting to the Point – Making meetings worthwhile</p> <p>Jackie Martin</p>	<p>Q. Getting your voice heard through Written Communication</p> <p>Michelle Neff</p>	<p>R. Conflict Resolution</p> <p>Lynn Foster</p>
11:15 - noon	<p>Workshop Close</p> <p>Robyn Stegman Learn and Serve AmeriCorps*VISTA</p>					

Noon

Lunch

Have a safe trip home!

SESSION CHOICES

PARTICIPANTS MUST PRE-REGISTER FOR SESSION CHOICES

Pre-register for sessions A-R by choosing six sessions as your first choice and six sessions as your second choice for a total of 12 choices (space permitting). Wherever possible you can put your 1st and 2nd choice in the same option field. If you choose a two- or three-part session, be sure to count all the “parts” in your total of 12 choices.

A. Public Speaking

Learn this secret in one hour, and you will become a great speaker...if you are with a friend, small group or class room setting. Instructor: Dave Thomas

B1/B2. Teambuilding & Leadership Skills Development

With a focus on teamwork, communication techniques and group dynamics, you will have the opportunity to develop your own individual leadership potential and interpersonal skills in this active, hands-on session. You must sign up for both B1 and B2 to take this session. Instructor: Melissa Bowman

C. How Can I Help - Be an Active Community Member and Serve

In this session, you will explore your community, discover community issues and problems, and discuss ways to help. Instructor: Monica Borgman

D1/D2. Introduction to Community Decision-Making

Have you ever been in a situation where there is more than one way to address a community concern or problem? If so, come and participate in an interactive discussion where you will learn the tools to discuss solutions to a problem; use different approaches and involve all members of the audience. You must sign up for both D1 & D2 to take this session. Instructors: Ann Chastain and Michelle Walk

E1/2/3 Michigan Legislative Simulation

Participate in this highly interactive session that will give you the experience of being a State of Michigan Representative or Senator. Take an issue in your community and learn how to write a bill, move it through the process and get it passed. When you get done, you will understand how our state government works. You must sign up for E1, 2 & 3 to take this session. Instructors: Claire Layman and Darren Bagley.

F1/F2 Become a 4-H International Exchange Ambassador

Uncover your global passion as a “4-H International Exchange Teen Ambassador.” As an Ambassador you will build your leadership abilities; your understanding of new cultures, languages, customs and values; and your awareness of the importance of “going global” in the world we live in. Explore “global citizenship” – the mission of 4-H International Exchanges – and how to help others develop an international outlook. You must sign up for F1 & 2 to take this session. Instructors: Jan Brinn & Renee Applegate

G. Not So Scary Demonstrations

In this session, you will explore your fears about speaking in public, learn tips for effective demonstrations, and you will (as part of a demonstration team) plan, prepare and give a practice demonstration to the group. Instructor: Monica Borgman

H. Service Project + Support/Partners = Success

This session explores how to make your service project more impactful by looking for partners and other resources in communities. Develop ideas and knowledge about where to turn to for support and partnership in your service projects. Instructor: Michelle Neff

I. Networking with friends and professional

The key to happiness and success. Instructor: Dave Thomas

J1/J2. Leadership Skills for Successful Meetings

Take the "boring" out of business meetings! Have fun learning the fundamentals of parliamentary procedure so you can be an effective officer and a knowledgeable member in any group. Learn a few key points to help keep meetings short and protect the rights of all members. Meeting agendas, making a motion, minutes of meetings, committee reports, and officer responsibilities will be covered through an interactive demonstration. You must sign up for J1 & J2 to take this session. Instructor: Vera Wiltse

K. Making the Most of Your Service: Team Building, Leadership and Service Reflection"

Explore how service learning can build leadership skills and foster strong bonds between participants. Additionally, we will practice reflection techniques to help you get the most out of your service. Instructor: Chris Stickney

L. Youth Activism

Get the youth voice heard in your community. Find ways to get heard on local government boards and other community committees. Discover how to do this and why it is important. Instructor: Robyn Stegman, Learn and Serve AmeriCorps*VISTA

M. Discover the world through 4-H International Exchanges!

Learn how to get involved with the 4-H International Exchange Program! You will learn about the 4-H international exchanges with Japan, Poland, Belize (in Central America) and IFYE (the International Four-H Youth Exchange with such places as Australia and Costa Rica). This session will give you an opportunity to take a county leadership role in promoting travel to and hosting a youth from another country. You will meet international students and hear what it's like to spend a year in the US. Instructors: Renee Applegate & Jan Brinn

N. Help, Someone Just Poked Me! The Ins and Outs of Social Networking

In this session, we will explore how you can use social networking to take your Leadership, Citizenship, or Service project to the next level. Instructor: Chris Stickney

O. 4-H Club Officer Training

What is a president, vice president, secretary, treasurer and service officer and what do they do? Instructor: Melissa Bowman

P. Getting to the Point – Making Meetings Worthwhile

Learn how to run effective meetings, from establishing goals, to setting an agenda to putting together an annual calendar. Find out how to use time management skills to make your meetings worthwhile. Instructor: Jackie Martin

Q. Getting Your Voice Heard Through Written Communication

Get strategies for writing letters and emails that make an impact and will be heard by your community or legislators. Learn some tips and skills that make writing letters fun and easy.
Instructor: Michelle Neff

R. Conflict Resolution

Be cool under pressure. Be the one others turn to when they need help solving differences. Use active learning and role playing to practice peer mediation techniques and self control when things get stressful. You will be asked to write down a minor conflict you have witnessed to use to practice the techniques you learn during this interactive session. Instructor: Lynn Foster, Teacher-Service Learning Coach, Oakridge Adult and Alternative Education.

RESOURCE PERSONS:

Betsy Knox, 4-H Youth Development, Michigan State University Extension, Conference Coordinator

Laura Allen, 4-H Youth Development, Michigan State University Extension

Renee Applegate, 4-H Youth Development, Jackson County

Darren Bagley, 4-H Youth Development, Genesee County

Monica Borgman, 4-H Youth Development, Isabella County

Melissa Bowman, 4-H Youth Development, Mecosta County

Jan Brinn, 4-H Youth Development, Allegan County

Ann Chastain, County Extension Director, Cheboygan County

Lynn Foster, Teacher-Service Learning Coach, Oakridge Adult and Alternative Education, Muskegon County

Claire Layman, MSU Extension Public Policy Specialist, Michigan State University Extension

Jackie Martin, 4-H Youth Development, Washtenaw County

Michelle Neff, County Extension Director, Clare County

Robin Stegman, Michigan Community Service Commission, Learn and Serve AmeriCorps *VISTA

Chris Stickney, 4-H Youth Development, Michigan State University Extension Dave Thomas

Dave Thomas, 4-H Youth Development, Midland County

Kathy Thomas, Educator and Hospital Administrator

Michelle Walk, County Extension Director, Mackinaw County

Vera Wiltse, 4-H Youth Development, Isabella County