



MEMBER EVALUATION

Suggestions for Completing Your Member's Evaluation Form

This sheet has all the instructions you'll need to complete your ME form. Do not attach these sheets to your finished form.

This Member's Evaluation (ME) form allows for a concise statement of what you have accomplished during your total 4-H experience. **You are restricted to the space available in this form. Do not add pages.**

You will be evaluated on what you've learned, done, accomplished, and how much you've "grown." You'll need to choose and combine things from throughout your 4-H years that best communicate what you've done and what the results and benefits have been.

How to Write an ME Form That Communicates

1. The accuracy, thoroughness, and grammatical correctness of your ME form will reflect *you*. Let that reflection be a good one!
2. What you've accomplished is more important than the format you choose to tell it – paragraphs, phrases, outlines, etc. Let your personal style and the amount and type of information you have to tell be your guide. Just tell what you want to tell in a concise, understandable manner.
3. What you write should be clear to someone not familiar with the activities. Pretend you're explaining them to someone who has never heard of 4-H.
4. Use words that say exactly what you mean or describe exactly what you did. Slang and words like "great" or "meaningful" do not help the reader understand what you actually did or accomplished.

Section I: 4-H Leadership

Leadership means taking responsibility for planning, arranging, conducting, and evaluating programs, projects, and activities. This section deals with your 4-H leadership experiences that are not directly related to the projects or activities you will describe in Section II. In the space provided, you may want to include:

- 4-H leadership goals to learn or do that you have set for yourself (learn to plan meetings, learn different ways to motivate people, learn to teach younger members, learn to work effectively with people of differing ages, etc.)
- Progress you are making toward your those goals
- Future plans to continue meeting these or new leadership goals
- 4-H leadership roles that you have assumed
- Leadership roles that have been most beneficial to you or to others
- Major 4-H leadership accomplishments (accomplishments, benefits to you and to others)
- Club, county, district or state responsibilities

You will have the opportunity to indicate specific leadership responsibilities you've assumed in particular projects or activities in Section II. Try not to repeat.

Section II: 4-H Project or Activity Report

Your favorite 4-H project or activity (other than leadership) may be described in this section. Consider writing about:

- Goals
- What you've learned or skills you've developed
- How size and scope of the project or activity has grown
 - financial investment, savings, loss, or gain
 - number of different techniques tried, things made, things grown
 - going in-depth into one specific thing
 - the intangible (appreciation of others, satisfactions, growth of others, etc.)
 - awards that indicate quality of work (be selective)
- Things you have done in this project or activity (demonstrations, tours, meetings, etc.).

Section III: Other 4-H Activities Summary (not previously reported)

Start with your most recent year and summarize the other 4-H leadership, project, or activity involvement you have not written about yet. This might include participation in health, safety, conservation, recreation, music, drama, speaking, etc. Say the most with fewest words. Use words that mean something to someone outside of your club or county. Indicate special responsibilities or importance if it is not evident. Be selective so you don't exceed the given space.

Section IV: Community Service Summary

4-H members are encouraged to become active in their clubs and communities in serving those in need. Please share how you have been involved. Be selective so you don't exceed the given space.

Section V: Discussion Question

This section allows you to share your thoughts on a question for which there is no right or wrong answer. You will be evaluated on your depth of thought and how clearly you can communicate.

How to Use This Fill-in Form

This form can be filled in and saved on your computer. The fields to be filled in are accessible by using the tab or the arrow keys to get from one field to the next. To go back to a field you've already completed or one you missed, you can click on it with your cursor. Font and font sizes are locked in and can't be changed.

Text fields: To preserve formatting, the text boxes are limited in size and therefore have a limited number of character spaces available. If you type beyond the limits of a text box, the text will not be visible, so condense and be selective to fit the space. The shaded gray text fields will not be visible on a printed copy.

Check boxes: You can use the "x" when filling out the check boxes, or simply left click on the boxes you want filled.

EVALUATION OF MY 4-H PROGRAM

To get a good perspective of all items called for on this form, read through it thoroughly before you begin to fill it out.
Important: Report a specific activity or thing you did only once. Determine the most appropriate place on the form to report it.

County _____ Date Submitted _____

Name of 4-H Member _____ **Male** **Female**

Street or P. O. Box _____ City _____ Zip _____

Phone Number _____ Name of Parent/Guardian _____

Your age on January 1 of this year _____ Date of Birth _____ Years in 4-H _____
mm dd yyyy Include this year

Year in school _____ Name of primary 4-H club to which you belong _____

Number of Members in Club _____ Number of Leaders in Club _____

Have you attended State 4-H Conference in Madison? Yes No If Yes, Give Year _____

Have you attended Citizenship Washington Focus in D.C.? Yes No If Yes, Give Year _____

Future plans:

PROJECT LISTING

List projects in which you have been enrolled and indicate the number of years in each and if presently enrolled.
Do not exceed space allowed. Be selective if necessary.

Project	Number of years	Check if presently enrolled
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SECTION I: 4-H LEADERSHIP

Include progress you've made on your leadership goals, leadership roles you've had, skills you've learned, how others have benefited from your leadership, how your 4-H leadership experiences have impacted your life, and future leadership plans.

SECTION II: 4-H PROJECT OR ACTIVITY REPORT

Name of Project or Activity

What were your main goals in taking this project or participating in this activity?

What did you learn in this project or activity? Include specific examples of skills you've gained.

What leadership and/or teaching responsibilities did you have in this project or activity?

SECTION III: OTHER 4-H ACTIVITIES SUMMARY

List 4-H activities not reported elsewhere on this ME

Year(s)	Activities

SECTION VI: COMMUNITY SERVICE SUMMARY

4-H COMMUNITY SERVICE (Service done with a 4-H club, county group, at district, state or national level, or on your own as part of your 4-H project work.)

Year(s)	Activities

What is the most important thing you learned from your community service and why?

SECTION V: DISCUSSION QUESTION

Based upon your experiences in 4-H, what is an important concern of youth that you feel 4-H has helped you deal with positively? What has 4-H specifically done to help you deal with this concern? Could changes be made for 4-H to help even more? How would your proposed change help?