



# Senior 4-H Portfolio Program

The Senior 4-H Portfolio Program is used by the State 4-H program to select delegates to represent Maryland at the five National 4-H Leadership Opportunities supported by the Maryland 4-H Program and the Maryland 4-H Foundation. The portfolio consists of a resume and essay and to be considered for one of these five leadership trips, it must be accompanied by a National 4-H Leadership Opportunity application and applicants must be interviewed through the interview process described in this document. This document, along with all of the resources and information on the [State 4-H webpage](#) are designed to help prepare youth to apply for these opportunities. Contact your local 4-H Educator if you need specific help with this process.

To be eligible, a 4-H member must be 14 as of January 1<sup>st</sup>, the year of the trip. Members must be enrolled in 4-H Online by their local deadline. Individuals may attend each trip only once, but may earn up to two leadership trips per program year (one from each submission deadline) and a maximum of 3 leadership trips during their 4-H career.

## Portfolio Package: Resume

- Leadership, Citizenship and Life skills based
- Length – no more than three pages
- Single spaced
- Margins – no less than 1 inch
- Font Size – no less than 12 pt.
- Font Type - Times New Roman
- Scored anonymously by three judges using the Resume Scoresheet.
- Maximum points= 40

## Portfolio Package: Essay

- Must be written in response to the annual theme available on the [State 4-H webpage](#).
- Length – no more than two pages
- Double spaced
- Margins – no less than 1 inch
- Font Size – no less than 12 pt.
- Font Type - Times New Roman
- For some life skills suggestions, please refer to the Targeting Life Skills Model.
- Scored anonymously by three judges using the Essay Scoresheet.
- Maximum points= 20

## Portfolio Process: Interview

- Held at regional location(s) on set dates. Applicants for National Leadership Trips will have a choice of three locations to select from.
- Interviewed by a single judge or small group of judges on topic areas according to the Interview Score Sheets.
- Topic areas include:
  - Leadership
  - Citizenship
  - Life Skills

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**Portfolio Process Timeline:**

<b>Trip</b>	<b>Deadline</b>	<b>Portfolio Judging</b>	<b>Interviews</b>	<b>Notification</b>	<b>Acceptance</b>
National 4-H Conference	October 15	November-December	2 <sup>nd</sup> Sunday in November	December 15	January 15
National 4-H Leadership Trips	January 15	February-March	1 <sup>st</sup> Saturday in February 2 <sup>nd</sup> Saturday in February or 2 <sup>nd</sup> Sunday in February <b>Inclement Weather dates:</b> 3 <sup>rd</sup> Saturday in February, 4 <sup>th</sup> Saturday in February or 3 <sup>rd</sup> Sunday in February	March 15	April 1 Camp Miniwanca, VA 4-H Congress and WV Older Member's Conference  June 1 National 4-H Congress

**Selection Process:**

- 1) Senior 4-H Portfolios for state consideration must be submitted through [4-H Online](#) (Event Registration) by the designated state deadline. **Local 4-H Educators may request portfolios for pre-submission review and may set earlier deadlines for their jurisdiction.**
- 2) The local 4-H Educator will screen, and can submit, a maximum of:
  - 3 portfolios for National 4-H Conference (deadline October 15).
  - 10 portfolios for the National Leadership Trips (deadline January 15).
- 3) Portfolios approved in 4-H Online by the local 4-H Educator by the state deadline will be considered for state review and processing. Essays and resumes will be judged by three anonymous judges coordinated by the State 4-H Office. An individual's essay scores and resume scores will be averaged for the cumulative score.
- 4) Interviews will be conducted and an individual's interview scoresheets will be averaged for the cumulative score.
- 5) Averaged essay, resume and interview scores are combined to attain an individual's overall total score out of 100 points possible. Individuals must have met the minimum score established by the Awards & Recognition Committee to be awarded a trip.

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