The 4-H Resume

What is the 4-H Resume?
- The Resume is an accumulation of what you have done throughout your 4-H career (start with the most recent and go to the oldest).
- The judging is based on Citizenship, Leadership, and Life Skills

The Format
- Personal Information
  - Name, Address, Email, Phone Number, Club, County
- Objective
  - Fill in a one-sentence objective when you create a resume for a particular purpose. Your objective is best expressed in the fewest words possible, while still being clear and explicit.
- Skills and Accomplishments
  - Summarize your leadership activities, citizenship activities, and life skills acquired. Be explicit and use duties and numbers where appropriate.
  - Citizenship - indicate major leadership roles and impacts.
  - Leadership - indicate major leadership roles and impacts.
  - Life Skills - indicate special achievements; focus on knowledge and skills gained through 4-H involvement. Some life skills could include:
    - Managing - keeping records, wise use of resources, planning/organizing
    - Thinking - problem solving, critical thinking, decision making, learning to learn
    - Living - disease prevention, personal safety
    - Being - self responsibility, self discipline, character
    - Working - teamwork, self motivation, contribution to group effort
    - Giving - community service, leadership
    - Caring - sharing, empathy, concern for others
    - Relating - communication, cooperation, social skills, accepting differences
- Education
  - Include name of school attending and anticipated graduation date. Also, list most meaningful participation in school activities (leadership and honors).
- Employment (Optional)
  - List any work experience. Include the month and year of beginning and ending dates of employment. You can also include what you learned while working there.
- Personal Information
  - Include information on family, hobbies, school and community organizations. (Especially those that contribute to your objective and information in your resume.)