



Teen Leadership & Career Development (TLCD)

Dear Applicant;

Thank you for your interest in joining Teen Leadership & Career Development (TLCD) in the 2018-2019 program year! We are excited at the prospects of you joining.

Enclosed please find the application that must be completed and turned into Ingrid Hill in the 4-H office or scan and email the application to Ingrid Hill no later than **August 31, 2018**. The application must be received by this date - **not** postmarked. Additionally, you will find the guidelines and expectations that all members of TLCD must follow.

You will be contacted after **September 1, 2018** with an interview time for **September 19, 2018***.

Following the interview, we will reach out to you to let you know the status of application. If you are accepted into TLCD, the first meeting of the year will be **October 3, 2018***.

If you have any questions, please reach out Ingrid or J.T. Grodecki (jt.grodecki@gmail.com).

** Dates are subject to change*



Cornell University
Cooperative Extension
Orange County

Date Received: _____

Community Campus
18 Seward Avenue, Third Floor
Middletown, NY 10940
Tel: 845 344-1234
Fax: 845 343-7471
E-mail: orange@cornell.edu
www.cce.cornell.edu/orange

APPLICATION

Orange County 4-H TEEN LEADERSHIP and CAREER DEVELOPMENT Program

DUE BY FRIDAY AUGUST 31, 2018

Please read all instructions carefully. As part of the application/review process, emphasis is placed on how accurately information is provided and the application is filled out. This application MUST be filled out by the teen applying for consideration. Please do not type (only where indicated) and use black ink. All information must be legible.

FULL NAME _____

Nick Name/Preference _____

DATE of BIRTH _____

ARE YOU A CURRENT 4-H MEMBER? YES NO

ADDRESS _____

HOME PHONE _____

CELL PHONE _____

E-MAIL _____

PARENT/GUARDIAN NAME(S) _____

PARENT/GUARDIAN E-MAIL _____

PREFERRED METHOD OF COMMUNICATION PHONE CELL E-MAIL SNAIL MAIL

SCHOOL _____

GRADE _____

4-H CLUB(S) _____

SCHOOL SPORTS _____

RECREATIONAL SPORTS _____

EXTRACURRICULAR(S) (in SCHOOL) _____

EXTRACURRICULARS (OUT of SCHOOL) _____

PUBLIC PRESENTATIONS – Check all you have participated in:

_____ CLUB _____ COUNTY _____ DISTRICT _____ STATE

Have you been a State Fair Teen Leader _____ YES _____ NO AREA(S) _____

Have you attended S.T.A.R.R. _____ YES _____ NO

Have you attended Career Exploration _____ YES _____ NO PROGRAM(S) _____

Have you participated in DAIRY EXPLORERS PROGRAM _____ YES _____ NO

Have you attended 4-H Capital Days _____ YES _____ NO

Have you been a Teen Leader or Day Helper at the Orange County 4-H Fair _____ YES _____ NO

Have you participated in 4-H Fashion Revue _____ YES _____ NO

Have you participated in Produced in New York _____ YES _____ NO

Have you submitted projects into the Orange County 4-H Fair _____ YES _____ NO

Have you had projects selected to go to the New York State Fair _____ YES _____ NO

What Project Area(s) _____

(Optional) If you could visit one (1) school within a 2 hour radius, where would you want to go?

4. What have been your Leadership experiences?

5. Why do you feel you would make a good Leader?

6. Why do you feel you should be chosen for this program?

7. What is your proudest moment?

8. What are some of your strengths?

9. What are your weaknesses?

10. What do you want to be when you “grow up”?

11. What careers are you interested in learning more about?

**12. Do you have any issues meeting the attached Teen Leadership & Career Development (TLCD) Expectations?
If so, please explain.**

Please answer the following questions, answer directly on the application using black ink.

Describe yourself using 5 adjectives:

<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	

Favorite TV Show:

Favorite Sports Teams:

Top 3 Favorite Movies:

Favorite Book:

Favorite Musician/Musical Group:

Favorite Place to be YOU:

Favorite Vacation Spot:

Favorite Subject in School:

Favorite Technology Gadget: _____

5 things you CAN'T live without:

Name of Club Leader Reference: _____

Club Name: _____

Contact Information (Phone and/or Email): _____

Name of Other Reference: _____

How do you know this Reference: _____

Contact Information (Phone and/or Email): _____

Make sure you have followed the directions carefully, have answered all questions, and have attached additional pages if applicable. Reference forms will be sent directly to me. You will be contacted if we do not receive forms from your references.

Your application will be date stamped upon receipt. If the application is not filled out correctly it will be invalid for 2018-2019 TLCD year, and you will need to reapply next year.

Have you completed?

Application

Reference Forms

Club Leader

Other

Send your completed application to:

Cornell Cooperative Extension of Orange County

18 Seward Avenue, Suite 300

Middletown, NY 10940

Attn: Ingrid Hill – 4-H

Or email directly to imh23@cornell.edu AND jt.grodecki@gmail.com



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NON-FAMILY PERSONAL REFERENCE

Orange County 4-H TEEN LEADERSHIP and CAREER DEVELOPMENT Program

Please fill out the application and return as soon as possible - no later than September 5, 2018. This form can be emailed or (imh23@cornell.edu AND jt.grodecki@gmail.com) mailed (Attn: Ingrid Hill) for your convenience.

Name of applicant: _____

Relationship to applicant: _____

How long have you known the applicant: _____

Please briefly describe your relationship/interaction with the applicant:

In your opinion, how does this applicant make or have the potential to be/become a productive, mature leader:

List 3 descriptive terms that relate to this applicant:

Additional Comments:

Name: _____

Title: _____

Address: _____

Phone: _____

Email: _____



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4-H (or other Organization) LEADER REFERENCE

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Name of applicant: _____

Name of 4-H Club/Organization:

How long has applicant been involved in your club: _____

Offices and/or Leadership Positions held in club:

Club Involvement (i.e.: Marketing Events, Trips, Jr. Leadership, etc):

Explain why you feel this teen would be an ideal candidate for a Leadership/Career Development Program:

Please briefly speak to the applicant's maturity level, commitment level and dedication history:

Name: _____ Email: _____

Address: _____ Phone: _____



Teen Leadership and Career Development (TLCD) Expectations

Meetings start PROMPTLY at 7pm (unless otherwise communicated)... the doors will be closed after that time. If you did not PRE-ARRANGE a late arrival you will be considered an unexcused absence.

Meetings end at 8:30pm – unless otherwise communicated.

TLCD Communication is through the email addresses provided. If you are not receiving emails you must notify the leader, or if you or your parent(s) change your address. Updates go out fairly regularly; it is up to YOU to check your email.

RSVP means I NEED an answer (either way) and this MUST be done by YOU. It can be emailed, text, voicemail, phone call or in person. Siblings may have one RSVP for both.

Opportunities pop up unexpectedly throughout the year to help out. Often there will be limited lead time or response time on them, therefore it is important you check for the emails and RSVP so you don't miss out. Many of these opportunities are on a first-come, first-served basis and have limited participant space.

Business Dress: I will inform you when these meetings occur. No jeans of ANY kind are permitted for these meetings. Gentleman, do NOT have to wear a tie or a jacket, dress shirt/polo and slacks is fine. Ladies, NO short skirts, no see through blouses/no visible undergarments. Strapless is only acceptable when worn with something over it (this does not get removed at any time).

Regular Meetings: "4-H A" Dress Code. No ripped jeans. No shirts with writing on it.

Unacceptable Dress at Regular or Business Dress Meetings result in an Unexcused Absence

ABSENCE POLICY:

Excused Absences: include own illness, anything school/academic related (i.e.: Honor Society inductions, College Visits, School Concerts, Religious Observances, School Art Shows, etc.) *Academics come FIRST!*

EXCESSIVE use of Excused Absences may result in **joint** evaluation if TLCD is right for you with leaders.

Unexcused Absences: include sporting practice/events, extra-curricular event, no call/no show, etc. *If you do not attend school (because you called out sick) the day of a TLCD meeting you are not allowed to come.*

3 Unexcused Absences and you forfeit your space in TLCD.

TLCD REQUIREMENTS:

1. Fund Raising
2. Community Service (minimum of 1)
3. Public Presentations (County Level – MUST!)
4. Showcase (Enter Project, Help in Concessions/4-H Store, Animal Show)
5. County-Wide Event (attend TWO)
6. Leadership Event/Program/Activity (minimum of 1)
7. Marketing Event (minimum of 1)
8. Uphold the Code of Conduct at ALL times
9. In good academic standing