**4-H Resume**

**Instructions:** Use this document as a template to create your 4-H Resume. Your resume will be needed for national trip applications and other leadership opportunities.

### First Name Last Name

### Address, City, VT 0#### | (###) ### - ####| emailaddress@example.com

Include your website, LinkedIn account, or other media page(s) if appropriate.

Personal Development Statement

### One to three sentences that describe what you stand for and what you aspire to become as a human being. It is not a statement of what you want to do, but rather how you want to be in the world.

**Education and Professional Development**

**Name of School Highest Year Completed to Date**

Additional Course Work, Name of School or Organization. If you are homeschooled, indicate that.

Example: Homeschooled, 10 years

**Leadership Skills**

**Position Title, Group or Program, Month/Year Started – Month/Year Completed**

This is a short description of what you did. Explain what you learned or skills you developed.

*Example:*

Club President, 4-H Club, October/2023 – current

Led meetings, created agendas, mentored younger youth. Developed leadership skills, meeting planning and facilitation, organization and time management.

**Civic Engagement Skills**

**Position Title, Group or Program, Month/Year Started – Month/Year Completed**

Short description of what you did. Explain what you learned or skills you developed. If you cannot think of any, do not include.

*Example:*

Participant, Green Up Day, May 2023. Cleaned up my community by picking up garbage during a statewide effort. I learned environmental stewardship skills and appreciation for natural places. I also learned that the work of one person can make a difference.

**Other Skills**

### These can include instruments, dance, sports, or other hobbies you have spent a significant amount of time perfecting. They can also include any certifications, language or technology skills you have, like language fluency, computer programs, or first aid, as examples.

**Certificates & Honors**

* List the name of each certificate and who issued it.