

## Club Management

### What is a 4-H Club?

4-H clubs are a team of young people led by a club advisor(s) (coaches) engaged in positive youth development experiences. Your coaching challenge is to develop and manage a well-rounded 4-H club team. To accomplish this, your club management playbook will need to include goal-setting, community service, public speaking, leadership and decision making, fundraising, teambuilding, social and recreational activities and a variety of hands-on learning experiences. Successful 4-H clubs empower their members to help shape the 4-H club programs.

### How Do You Get Started?

Starting a new 4-H Club, taking over the management of an existing club or even joining the leadership of a current 4-H team means accepting the 4-H club advisor challenge...Making a Positive Difference in Young People's Lives. You are not alone in meeting this challenge, 4-H Extension Educators and resources like the Ohio 4-H Club Advisor Handbook will assist you in acquiring the tools to successful club management.

### How Can You Develop and Manage Your 4-H Club for Success?

1. Determine your [club's structure](#) including type and scope of project(s), membership size and learning experiences, and number and location of meetings.
2. Create, with your members, a 4-H Club [Constitution and By-Laws](#) to govern your club for the positive benefit of all.
3. Promote, recruit, enroll and re-enroll [membership](#) to start and/or expand your 4-H club.
4. [Elect officers, appoint committees](#) and train the leadership to assist your club in planning and conducting the club's yearly program.
5. Establish a [club treasury and develop fundraising](#) activities based on the members' needs and interests.
6. Develop a yearly [club plan](#) (playbook) with your officers and club leaders and communicate to club membership.
7. [Conduct meetings](#) that members want to attend by including a balance of business, education and social activity.
8. [Report](#) club membership and activities to 4-H families, Extension Office and the local community.
9. [Evaluate your club's success](#) using the Eight Key Elements of Positive Youth Development and the standards of excellence established for 4-H Clubs.