

WORKFORCE PREPARATION DAY  
Youth Center, Sunday, July 29, 2018  
Nate Arnett, Assistant Superintendent

## GENERAL GUIDELINES

### Age of Participants:

- All participants must be 4-H age

### Participation Guidelines:

- Participants must have completed the *Am I Ready for Work*, the *Get in the Act* project book OR have participated in a 4-H related workforce preparation program (camp counselors, CARTEENS, juniorfair board, leadership projects, and others as approved by the Assistant Superintendent).
- Individuals may register independently to participate; **there is no limit to the number of individuals that participate from each county.**
- Winners in any class are not eligible to participate in the same class the following year.
- Registration 11:30 am - 12:15 pm. Participants will register and sign up for an interview time with the display following in the order of registration.

### Type of Evaluation:

- Participants will prepare a digital display, discuss their display with the judges and complete a mock interview.
- Participants will be judged based on their knowledge, skill, and understanding related to the project as conveyed in their digital display presentation and discussion (20%), the quality of their display (20%), and mock interview performance (60%).
- Digital Display Presentation - Each participant should create a digital display presentation using presentation applications such as PowerPoint, Prezi, Keynote, etc. The digital display presentation should help the participant illustrate his/her 4-H workforce preparation experiences and accomplishments. The display should convey to fair-goers and judges what the participant learned or gained from being in this 4-H project or program and how the experience will benefit the participant in the future. Details related to the digital display presentation include:
  - A timed oral presentation supported by technology of up to 5 minutes.
  - A laptop that operates on a Microsoft Windows based program will be provided. It will include a recent edition of PowerPoint. You may bring your own laptop/tablet, which is encouraged if you have utilized other software programs. Members should bring a USB flash drive to use on the provided equipment and should have knowledge of how to install the flash drive.
  - No sound/audio or Wi-Fi connection will be available. Members may access content on the internet if they provide their own mobile access point on their own device.
  - Members using technology that experience computer glitches may, with permission of the judge, call upon outside assistance for technical help. Members are expected to be able to perform routine set-up and use of the equipment. When members using technology experience an equipment failure or glitch that cannot be resolved in a reasonable time (a few minutes), the judge may elect to move to the next presentation. The member will be given time to work out the technical problem and then re-schedule the display presentation with the judge's helper. If the member experiences a second failure, the display presentation will be ended and evaluated accordingly.
  - Other props may be used in addition to the digital display (i.e., project book, journal, etc.).
  - Judges may ask questions throughout the presentation and at its conclusion. Time to respond to questions will not go against the 5 minute limit.
- Mock Interview - Each participant will be interviewed based on their selection of one of the following positions:
  - Day Camp Counselor working with 5-8 year-old children
  - Summer Internship at an Extension Office
  - Part-time position at a retail store (clothing, household goods, jewelry)
  - Part-time position at a local grocery store
- The judge will evaluate participant on the following basis (see sample score sheet):
  - Overall appearance and performance
  - Communication skills (eye contact, clear speaking, good posture, etc.)
  - Quality and appropriateness of responses (knowledge, persuasiveness, and confidence)

Participant to bring:

- Completed registration form (due July 13, 2018) mailed to: Attn: Nate Arnett, Adventure Central, 2222 James H. McGee Blvd., Dayton, OH, 45417. Fax 937-268-8428 email arnett.67@osu.edu
- Digital display presentation on USB or own their own device (see above for more detail).
- Clothing appropriate for a job interview.
- A written resume or list of previous jobs (babysitting, lawn mowing, etc.) for the mock job interview.

#### CLASSES

- J-1 JUNIOR (Age 13 or younger as of January 1, 2018)
- J-2 SENIOR (Age 14 or older as of January 1, 2018)

#### AWARDS

1. Each participant will receive a participation award sponsored by The Ohio State Fair.
2. "Outstanding of the Day" ribbons, sponsored by The Ohio State Fair will be awarded to the top 20% of each class.
3. A clock trophy and \$250 award will be presented to the selected winner in each class. In 2017, clock trophies were sponsored by: **Walt and Lisa Jinks and Jane Cunningham**
4. Awards will be announced at 4:30 p.m.

*SAMPLE SCORE SHEET*

**State Fair  
4-H Workforce Preparation Day**

NAME: \_\_\_\_\_

EXHIBITOR NUMBER: \_\_\_\_\_

COUNTY: \_\_\_\_\_

CLASS: \_\_\_\_\_

AGE AS OF JAN. 1 (OF CURRENT YEAR): \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

YEARS IN 4-H: \_\_\_\_\_

YEARS IN PROJECT: \_\_\_\_\_

**How many people who paid admission came with you today?** \_\_\_\_\_

<i>Please check the appropriate box:</i>	<i>Excellent</i>	<i>Very Good</i>	<i>Good</i>	<i>Average</i>	<i>Needs Improved</i>
<b>Digital Display</b>					
<b>Knowledge, skill and understanding related to the project conveyed in the display and discussion (20%)</b>					
<b>Quality of display showing project accomplishments (20%)</b>					
<b>Interview</b>					
<b>Interview performance (30%)</b>					
<i>Appearance / grooming</i>					
<i>Good posture and eye contact</i>					
<i>Spoke loudly and clearly</i>					
<i>Self-confidence</i>					
<i>Ability to sell himself / herself</i>					
<b>Interview content (30%)</b>					
<i>Self introduction</i>					
<i>Resume</i>					
<i>Gave appropriate answers to questions</i>					
<i>Skills and experience are fit for position</i>					
<i>Was prepared (asked questions, understood position)</i>					

**Comments:**