



Maine 4-H Portfolio

Name: _____ Program Year: _____

Name of 4-H Club or Unit: _____

County: _____

Total Years in 4-H: _____

Birth Date: _____

Age on December 31: _____
(of the program year listed above)

Your Picture
(Optional)

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: (____) _____

What's included in your 4-H Portfolio:

- 4-H Resume
- 4-H Portfolio Story
- Optional 4-H Evidence (limited to one binder)
 - Certificates
 - Photos
 - Press Releases

I have personally prepared this portfolio and believe it to be correct.	
4-H Member's Signature: _____	Date: _____
I have personally reviewed this portfolio and believe it to be correct.	
4-H Adult Partner's Signature: _____	Date: _____

4-H Resume

Completed by senior members only

First Name Last Name

Address, City, ME 0##### | (###) ### - ##### | emailaddress@gmail.com

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

Leadership Skills

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

Short description of what you did. Explanation of what you learned or skills you developed.

Citizenship Skills

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

Short description of what you did. Explanation of what you learned or skills you developed.

Other Skills

These can include instruments, dance, sports, or other hobbies you have spent a significant amount of time perfecting. Short description of what you learned or how you developed your skills.

Certificates & Honors

- List name of certificates and who issued it

4-H Story Template for Portfolio

Your 4-H Portfolio culminates in sharing the story of your varied experiences during your time as a 4-H member. The 4-H Portfolio Story is your opportunity to showcase what your 4-H participation has meant to you and how it has prepared you as a leader and citizen of the world. The 4-H Portfolio is completed annually and is required in application to 4-H National Trips.

Pick a theme and build your story around that theme so the story flows naturally. If you are having trouble developing a theme, you may use the following questions to help think about what to say. You can present your story in a format that meets your needs (written, video, blog, photo journal, etc.).

Part 1 - About You (Health)

What might be one of your sparks (interests or passions)?

What are your plans for your future?

Part 2 – 4-H Projects and Activities (Head)

What goals did you set in your projects and which ones did you reach?

What would you do differently if you were to try it again?

What skills have you learned in 4-H?

How have you handled financing your projects, if needed?

Who was especially helpful to you? How?

Part 3 – Leadership and Citizenship (Hands)

How has 4-H helped you become a better leader and citizen?

In what types of citizenship projects or leadership roles have you been involved?

How did you work with others to contribute to your community or your school?

What have you learned from working with other 4-H'ers through your leadership positions?

Part 4 – 4-H's Impact on You (Heart)

What kinds of relationships have you developed with your 4-H leaders?

How has your 4-H participation changed how you feel about yourself?

How has your participation influenced your school and career goals?

What has being a 4-H member meant to you?

How has 4-H helped you identify your spark (passion or interest)?

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Indicators	Emerging =1	Developing =2	Proficient =3	Distinguished =4
Presentation and Preliminary Information	<p><i>Portfolio meets one of the following:</i></p> <p><input type="checkbox"/> Member followed some directions and resume, story and cover sheet are partially complete.</p> <p><input type="checkbox"/> Portfolio is legible.</p>	<p><i>Portfolio meets one of the following:</i></p> <p><input type="checkbox"/> Member followed all directions and resume, story and cover sheet are partially complete.</p> <p><input type="checkbox"/> Portfolio is legible.</p>	<p><input type="checkbox"/> Member followed all directions and portfolio is complete in all sections.</p> <p><input type="checkbox"/> Portfolio is legible and presentation quality.</p>	<p><input type="checkbox"/> Member followed all directions and portfolio is complete</p> <p><input type="checkbox"/> Portfolio is typed/formatted and presentation quality.</p>

Resume - Club & County Level

Indicators	Emerging =1	Developing =2	Proficient =3	Distinguished =4
Personal Development Statement	<p><input type="checkbox"/> Limited or vague personal development statement.</p> <p><input type="checkbox"/> Includes information about future plans.</p>	<p><input type="checkbox"/> Limited or vague personal development statement.</p> <p><input type="checkbox"/> Includes limited information on goals and aspirations.</p>	<p><input type="checkbox"/> Clear personal development statement.</p> <p><input type="checkbox"/> Includes information about goals and aspirations for the 4-H member.</p>	<p><input type="checkbox"/> Clear personal development statement.</p> <p><input type="checkbox"/> Includes a strong statement of human aspirations and goals.</p>

Education and Professional Development	<input type="checkbox"/> Includes limited school information: some critical information (date, location, full name of school) is missing.	<input type="checkbox"/> Either name of school or highest grade is listed. <input type="checkbox"/> Missing additional course work.	<input type="checkbox"/> Both school name and highest grade are listed and correct. <input type="checkbox"/> Some additional course work is listed.	<input type="checkbox"/> Both school name and highest grade are listed and correct. <input type="checkbox"/> Additional course work, school and locations are listed correctly.
Leadership Skills	<input type="checkbox"/> Includes incomplete listing of leadership opportunities. Missing two or more Position Title, Group or Program, Month/Year Started – Month/Year Completed <input type="checkbox"/> Missing description	<input type="checkbox"/> Includes incomplete listing of leadership opportunities. Missing one of the following: Position Title, Group or Program, Month/Year Started – Month/Year Completed <input type="checkbox"/> Describes what they learned or skills they gained.	<input type="checkbox"/> Includes complete listing of at least one leadership opportunity. <input type="checkbox"/> Describes what they learned or skills they gained.	<input type="checkbox"/> Includes complete listing of more than one leadership opportunity. <input type="checkbox"/> Describes in detail what they learned or skills they gained.
Citizenship Skills	<input type="checkbox"/> Includes incomplete listing of citizenship opportunities. Missing two or more Position Title, Group or Program, Month/Year Started – Month/Year Completed <input type="checkbox"/> Missing description	<input type="checkbox"/> Includes incomplete listing of citizenship opportunities. Missing one of the following: Position Title, Group or Program, Month/Year Started – Month/Year Completed <input type="checkbox"/> Describes what they learned or skills they gained.	<input type="checkbox"/> Includes complete listing of at least one citizenship opportunity. <input type="checkbox"/> Describes what they learned or skills they gained.	<input type="checkbox"/> Includes complete listing of more than one citizenship opportunity. <input type="checkbox"/> Describes in detail what they learned or skills they gained.

Other Skills	<input type="checkbox"/> Incomplete listing of one skill.	<input type="checkbox"/> Lists one skill. <input type="checkbox"/> Incomplete description of what they learned.	<input type="checkbox"/> Includes complete listing of at least one skill <input type="checkbox"/> Describes what they learned or skills they gained.	<input type="checkbox"/> Includes complete listing of more than one skill. <input type="checkbox"/> Describes in detail what they learned or skills they gained.
Certificates & Honors	<input type="checkbox"/> Does not list any certificates or honors.	<input type="checkbox"/> Incomplete listing of awards or honors.	<input type="checkbox"/> Includes complete listing of one award or honor. <input type="checkbox"/> Includes who issued these honors and when.	<input type="checkbox"/> Includes complete listing of multiple awards and honors. <input type="checkbox"/> Includes who issued these honors and when.

4-H Portfolio Story Rubric - Club & County Level

Indicators	Emerging =1	Developing =2	Proficient =3	Distinguished =4
About You (Health)	<input type="checkbox"/> Member identifies spark or passion without any further information.	<i>Member completes one of the following:</i> <input type="checkbox"/> Member identifies a spark or passion. <input type="checkbox"/> Member describes plans for the future.	<input type="checkbox"/> Member identifies a spark or passion in detail. <input type="checkbox"/> Member describes plans for the future.	<input type="checkbox"/> Member identifies spark or passion and connects it to their 4-H experiences. <input type="checkbox"/> Member describes in detail plan for the future.
4-H Projects and Activities (Head)	<input type="checkbox"/> Member answers at least one of the prompts. <input type="checkbox"/> Answers are incomplete.	<input type="checkbox"/> Member answers three of the prompt questions. <input type="checkbox"/> Member provides little detail in the answers.	<input type="checkbox"/> Member answers all the prompt questions. <input type="checkbox"/> Member provides complete answers.	<input type="checkbox"/> Member answers all the prompts thoroughly and with great detail. <input type="checkbox"/> Member connects prompts to their 4-H experience.

Leadership and Citizenship (Hands)	<input type="checkbox"/> Member answers at least one of the prompts. <input type="checkbox"/> Answers are incomplete.	<input type="checkbox"/> Member answers two of the prompt questions. <input type="checkbox"/> Member provides little detail in the answers.	<input type="checkbox"/> Member answers all the prompt questions. <input type="checkbox"/> Member provides complete answers.	<input type="checkbox"/> Member answers all the prompts thoroughly and with great detail. <input type="checkbox"/> Member connects prompts to their 4-H experience.
4-H's Impact on You (Heart)	<input type="checkbox"/> Member answers at least one of the prompts. <input type="checkbox"/> Answers are incomplete.	<input type="checkbox"/> Member answers three of the prompt questions. <input type="checkbox"/> Member provides little detail in the answers.	<input type="checkbox"/> Member answers all the prompt questions. <input type="checkbox"/> Member provides complete answers.	<input type="checkbox"/> Member answers all the prompts thoroughly and with great detail. <input type="checkbox"/> Member connects prompts to their 4-H experience.

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