

November 2, 2008

Buffalo County 4-H Leaders' Association  
407 S. Second St.  
PO Box 276  
Alma, WI 54610

Dear 4-H Leaders' Association:

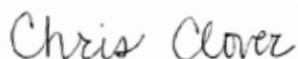
It is my pleasure to submit my resume, references, and adult recommendation in consideration as a delegate for the Citizenship Washington Focus Trip. My leadership experiences and my dedication to personal development make me a first-rate choice to represent Buffalo County 4-H.

I believe my seven years of 4-H experience has prepared me well for representing the Buffalo County 4-H program. Not only am I an active member in my 4-H club, but I have demonstrated that I am a sound leader on the county level by accepting several leadership roles like that of the Buffalo County 4-H Youth Leaders' Reporter and a 4-H Summer Camp Counselor. In these roles, I developed new goal-setting strategies, strengthened my planning and organizing skills, and gained new perspective about myself and others, all of which have made me both a better leader and well-rounded citizen.

Additionally, serving as a 4-H & Youth Conference delegate last year is just one illustration of my commitment to learning in 4-H. While at Conference, I challenged myself by registering for a seminar that would cultivate my viewpoint on diversity issues and, then, following the conference I presented new knowledge with my fellow youth leaders. As a result, my fellow youth leaders and I decided to help plan a diversity seminar for the Youth Engaged in Learning about Leadership (YELL) Conference this year and many of the participants responded that they, too, learned a lot from our seminar.

In closing, I hope to be a Buffalo County delegate to Citizenship Washington Focus to learn more about 4-H and to meet diverse people. My previous experience representing Buffalo County, as well as my enthusiasm and my eagerness to share what I learn with others makes me a great candidate for this award trip. Thank you for considering my application. Please call me at 555-111-7777 or email me at [chris.clover@net.net](mailto:chris.clover@net.net) to schedule an interview. I look forward to discussing my qualifications with you in person.

Sincerely,



Chris Clover

Enc: Resume  
References

# Chris Clover

1129 4H ROAD  
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555-111-7777  
[chris.clover@net.net](mailto:chris.clover@net.net)

## OBJECTIVE

Seeking an interview for the Citizenship Washington Focus Trip.

## EDUCATION

Mondovi High School; Sophomore. To Graduate with Honors 2011.  
Clover 4-H Club; 4-H member for 10 years.

## LEADERSHIP

**Buffalo Co. 4-H Youth Leaders' Council.**      **Reporter, 2008-Present.**

My responsibilities include preparing short news stories for the local paper and helping to create the monthly youth page for the 4-H newsletter. This position helps me strengthen my communication and time management skills.

**Clover 4-H Club.**      **Treasurer, 2007-2008.**

As Treasurer, I kept all the financial records for the club. I also helped create the club budget, which made me think about money and how to manage it in new ways. As a result, I started saving for college with the money I earn at my job.

**Mondovi High School Student Council.**      **Representative, 2007-Present.**

A representative for Student Council ensures that fellow classmates' voices are heard on school issues. As a representative, I have already learned how to better speak with my classmates and effectively communicate their ideas in government.

**Buff-Pi-Trem 4-H Summer Camp.**      **Counselor, Summer 2007.**

As a Camp Counselor, I cared for eight youth in my cabin, worked with fellow counselors to plan camp activities, and taught three archery sessions. My role helped me develop planning skills, gain patience, and practice problem solving.

**YELL Conference Planning Committee.**      **Chair, 2006-2007.**

As the Chair, I facilitated three planning meetings and assisted each of the captains to ensure duties happened on time. I learned a lot about how to run effective meetings and how to work with others from this position.

## 4-H PROJECTS

**Youth Leadership.**      **2005-Present.**

Youth leadership has allowed me to consider different leadership styles and try on many different leadership roles. The most important idea I have gained is that being a good leader doesn't mean just being the biggest boss.

**Archery.** **Youth Leader, 2006-2008.**

As an archery youth leader, my biggest accomplishment is teaching archery at summer workshops and at 4-H Summer Camp. I have learned patience and teaching skills, accuracy, and safety in shooting sports.

**Foods & Nutrition.** **2003-2007.**

As a part of this project, I have exhibited at the Foods Revue for three years. Each year I challenged myself with new, more difficult foods to prepare. I have learned more about the foods pyramid and nutrition as well as table etiquette.

**Photography.** **2002-2006.**

My most valuable accomplishment in photography was learning how to create interesting photos with the use of the rule of thirds and leading lines. I also participated in two digital photo workshops that strengthened my project skills.

**4-H ACTIVITIES**

**Buffalo Co. Festival of Arts.** **2002-Present.**

At the festival I exhibited a poetry reading each year. Last year the judge gave me some feedback on my enunciation and this year I utilized those suggestions and improved my placing as a result.

**Clover 4-H Grandparents' Dinner.** **2005-Present.**

Each year in our club we host a meal for elderly in our area, my responsibility is to help plan the menu. I have gained empathy for others and developed my budgeting skills as a result of this activity.

**Wisconsin 4-H & Youth Conference.** **Delegate, 2008.**

I participated in challenging seminars, met many new people, and shared my new knowledge and skills with others when I returned. I gained independence and built a new awareness about issues surrounding diversity.

**4-H Canoe Camp.** **2005-2007.**

I was a camper at Canoe Camp for two years. I learned how to paddle a canoe and gained independence from camp because I had to figure out lots of tasks like cooking and putting up a tent on my own.

**Ag-Olympics.** **2005-2007.**

I participated in Ag-Olympics at the Fair. This activity helped me strengthen my teamwork skills and also got me interested in the 4-H Youth Leaders' Council.

## SCHOOL & COMMUNITY

**Buffalo County Partnership Council.**                      **Member, 2008-Present.**

I represent Mondovi High School students on the Council and help make decisions on alcohol and drug related issues in the County as well as help plan our annual events, like Senior Day, and write student mini-grants to fund those events.

**Mondovi SuperValu.**    **Cashier, 2008-Present.**

At my job, I greet customers and check out their purchases. As a result of this job, I have learned appropriate customer relations and about the importance of managing your money.

**St. John's Church Youth Group.**    **2005-Present.**

I am an active member. I participate in service-learning projects that help me develop a better understanding of my community and the importance of helping others.

**Mondovi High School Varsity Volleyball**    **2008-Present.**

As a starter on the volleyball team, I practice teamwork and exhibit good sportsmanship. I have learned patience and dedication as well as taking direction from others from my many hours spent on the volleyball court.

**Mondovi High School Choir.**    **2004-Present.**

I am a tenor in the school choir and participate in Solo & Ensemble as well as madrigals. My time in choir has helped me develop a lifetime passion for music.

## SERVICE-LEARNING

**Project Linus.**    **2008.**

In this service-learning project I helped secure funding for and create twelve blankets that were donated to youth in local hospitals fighting terminal or long-term illnesses. I wrote my first grant and learned more about terminal illnesses.

**Ronald McDonald House Meal.**    **2006 & 2007.**

I was the food planning committee chair and helped create the menu and budget, as well as shop for the food for the meal. Before this event, I did not think about the fact that patients' families suffer emotional, physical, and financial pain also.

**Mondovi Food Pantry.**

2005 - 2007.

As a project for my English class, we held a drive for the local food pantry. We held a contest at school to collect baby items and then worked at the Food Pantry the day the items were delivered. This was the first time I realized that there is a lot of community members from all walks of life who are in need right now.

**ACHIEVEMENTS**

- Mondovi High School High Honor Roll, 2008.
- Mondovi SuperValu Employee of the Month, 2008.
- Most Motivated Player, Varsity Volleyball, 2008.
- Wisconsin 4-H & Youth Conference Delegate, 2007.
- Buffalo County 4-H Youth Leaders' Active Member Award, 2007.
- 4-H Community Service Award, 2006.
- Outstanding 4-H Record Book Award, 2005-2008.
- Clover 4-H Club Silver Pin Received, 2006.

## **Chris Clover**

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[chris.clover@net.net](mailto:chris.clover@net.net)

## **REFERENCES**

### **Ms. Karen Buffalo**

Shift Manager  
Mondovi SuperValu  
453 S. Main St.  
Mondovi, WI 54755  
985-689-1234  
[karen.buffalo@supervalu.com](mailto:karen.buffalo@supervalu.com)

Ms. Buffalo is my current supervisor at the Mondovi SuperValu.

### **Mr. David Clover**

6985 N. Singleton St.  
Mondovi, WI 54755  
458-963-3214  
[cloverdj@net.net](mailto:cloverdj@net.net)

Mr. Clover is my current 4-H Club Leader for Clover 4-H Club.

### **Ms. Anna Fourleaf**

English Teacher  
Mondovi High School  
16 W Grove St.  
Mondovi, WI 54755  
584-987-3569  
[afourleaf@mondovi.k12.wi.us](mailto:afourleaf@mondovi.k12.wi.us)

Ms. Fourleaf was my Adult Advisor on the Wisconsin 4-H & Youth Conference trip in 2007.