North Carolina 4-H Volunteer Leaders Conference

4-H Volunteers: Keep Climbing to Greatness

Greensboro/High Point Marriott - Airport

January 31 - February 2, 2025

VLC 2025 Workshop Proposal Guide

Thank you for sharing your time and talent and applying to serve as a North Carolina 4-H Volunteer Leaders Conference workshop presenter. As we have learned, there is a place for in-person and virtual training. Our workshop proposal system allows you the flexibility to select when and how you offer a workshop. Regardless of the format, we want sessions that provide instruction and training that volunteers can quickly implement back home in their clubs and county programs to support other volunteers. Proposals will be reviewed by the awards committee considering applicability, development of volunteers, and overall conference needs. Submissions may be selected on a rolling basis, meaning some sessions may be confirmed before others.

Submitting a Proposal

Proposal submission is **ONLINE** via Google Forms. The proposal submission deadline is **November 15th, 2024, at 11:59 PM. Anyone interested in submitting a proposal may do so using the link below. Proposals are not required to be submitted through a county 4-H office.** Proposals will be reviewed in the order they are submitted, and those submitted earliest will be reviewed first.

The proposal link **[2025 VLC Conference Workshop Proposal Submission Form](#)** asks for the following information:

➔ **Workshop Title** - Craft a compelling and engaging title that captures attention and sparks interest. It should provide a clear hint of the content while creating curiosity and motivating participants to attend. The title should be concise, informative, and appealing, reflecting the core theme of the workshop.

➔ **Type of Session:**

◆ **In-Person — (60 - 75 minutes) — hands-on learning experience where participants can engage directly with facilitators and peers.** These sessions foster collaboration, immediate feedback, and networking opportunities, creating a rich environment for skill-building and idea-sharing. Rooms will be set up in rounds or classroom style (at the discretion of conference planners) and equipped with an LCD projector and internet access. Presenters must provide their computers (if required), connections, or other supplies.

◆ **Pre-Recorded Sessions—(20 - 30 minutes)—These sessions will be stored in a virtual space.** Prerecorded sessions allow attendees to view information over a period of time and learn information in a quick and easy-to-view format. Prerecorded sessions will be offered to all conference attendees. You will be sent a reminder email one month before the due date, as it will be printed in the VLC 2025 Conference Program. **The State VLA Advisor and VLA Board will review recordings due January 10th, 2025.**

◆ **Lightning Session** — (**15-minute mini-workshops)** — These mini-workshops will be repeated on various topics at least four times. Present something you're working on, have completed, or learned that others might find valuable. Share tips or best practices you've found useful. Attendees will rotate through several stations, allowing them to ask questions and dive deeper into the topics that interest them most.

◆ **Funshop—*Introduced in 2024 (*** 60 - 75 minutes) — These interactive, hands-on 'fun shops' are designed for participants as an informal experience that focuses

on learning through fun, engaging activities. Funshops cover a wide range of topics, such as agriculture, science, arts and crafts, leadership, and life skills. These fun shops foster creativity, teamwork, and problem-solving in a relaxed, enjoyable environment. Participants often explore new hobbies, develop practical skills, and build friendships, all while "Learning by Doing."

➔ **Workshop Description** — This description will be used for the printed program and workshop promotion. **It should be no more than 100 words.** <u>Participants</u> will use this to select sessions. Please proofread your description carefully.

➔ **Learning Objectives** — Objectives should be clear and concise regarding what your participants will take from your session. To write great objectives, complete this statement: "At the end of this session, the learner will…" Strong submissions should have two to four objectives for their session.

➔ **Age Appropriate** — When submitting a proposal, please remember that this is a volunteer audience. However, it should have some connection to 4-H, clubs, programming, or leisure activities. Discussing how it can benefit kids within the session would be a great thing to keep in mind!

➔ **In-Person Maximum Number of Participants** — Please list the maximum number of participants you are comfortable teaching in your in-person workshop. Each workshop must be able to accommodate at least 30 participants.

➔ **Biography** — This information will be used for conference promotion and introductions. The presenter's biographies highlight their teaching experiences, connections to 4-H, and other fun facts. Please share a summary that includes all instructors and limit the description to 150 words.

➔ **Lead Presenter** — This is the point of contact for the conference team. All correspondence will be emailed to the lead presenter, who is expected to share it with other presenters.

➔ **Lead Presenter Email and Cell Number** — This information is requested as a communication method for the team.

➜ **4-H County**—Please be sure to check the spelling and punctuation of your entry. If you are a State 4-H or Campus Staff member, please designate appropriately (e.g., State 4-H Staff, NCSU Campus, NCA&T Campus, etc.).

➜ **Role in the Program** - Here, select as many roles as applicable. Options include being a registered volunteer in 4-HOnline, County Extension Staff, and State or Campus Staff.

➜ **Additional Presenter Names** — Please share additional presenter names.

Questions can be directed to Dr. Daniel P. Collins at dpcollin@ncsu.edu.