

# CLUB ANALYSIS TOOL

**E**ach 4-H Club is unique. This uniqueness is one of the things that makes 4-H so fantastic. Clubs may choose to focus on different program aspects of 4-H, depending upon the expectations and needs of the families in their club.

Clubs are free to choose which 4-H program areas they wish to focus on. Some clubs choose to be very project focused, so they spend a great deal of time improving upon the project skills of their members. Some clubs plan many club activities for their members and families to participate in and others plan fewer events. Other clubs encourage their members to participate in many opportunities outside of their club. Their members attend many district, regional and provincial activities.

All of these scenarios are right if they fit the needs and expectations of the members and families in the club.

## Using This Tool

### Why:

- Become a more self-aware club
- Help with goal setting and program planning
- Ensure that your club has a common understanding of what type of club they are
- Give Key Leaders will have a better picture of the club
- Inform potential members and families what type of club you are

### How:

- A leader or member can complete the assessment and share the results with the club
- The whole club (members and leaders) can complete the assessment, and the results can be averaged
- Do the assessment together as a club

## 4-H Alberta Club Expectations

### Club Activities:

- Clubs must have a minimum of six business meetings each club year.
- Clubs must endeavor to conduct business meetings using Parliamentary procedures, which requires that only 4-H members move, second and vote on motions during the club year.
- Clubs must designate which activities/ events/meetings are mandatory requirements for members to attend. It is recommended that a program plan be circulated at the beginning of the club year to all 4-H families.
- Each club must provide an opportunity for members to complete their Communications and Community Service activities.
- Each club must hold at least one Achievement Activity during the club year.

## What's Your Club's Triangle?

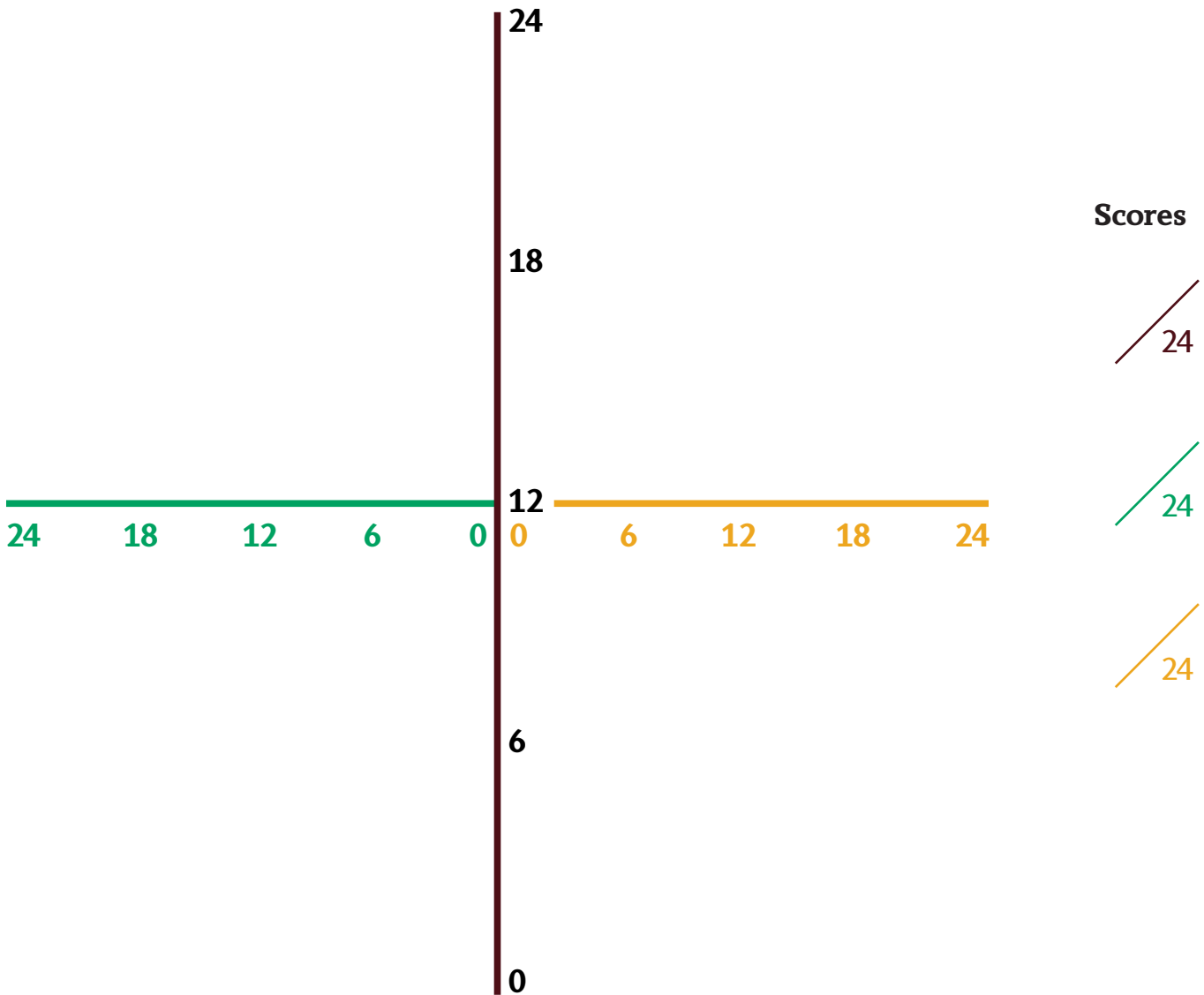
**STEP 1:** Read each statement and put a check mark in the column that most accurately reflects your club.

	Most Like Our Club	Much Like Our Club	A Bit Like Our Club	Least Like Our Club
<b>COMMITMENT</b>				
Our club provides opportunity for socialization for the <i>whole</i> family. (eg. snacks after meeting)				
Our club gets together at least once a month.				
Our club meetings are always on a set day of the month.				
Once our club sets our program plan, we stick to it.				
Our club encourages parent/adults to attend the meetings with their child(ren).				
Our club meets at a time that is convenient for all current members.				

<b>PROJECT</b>				
Our club puts a large emphasis on project development.				
Members are given opportunity for input at the start of the year regarding what they want to learn about their project.				
Most of our members joined 4-H for the project skill development.				
We encourage our members to attend district, regional or provincial skill development sessions or workshops related to project(s). (eg. Livestock Safe Handling or Horse Classic)				
We bring in experts to work with members to develop their skills.				
Our club encourages members to set project goals and identify achievements.				

<b>ACTIVITY</b>				
Each year we have members that attend regional and provincial personal development programs. (eg. Camps)				
Each year we provide a communication skill workshop for members. (eg. Public Speaking or presentations)				
Our club organizes activities for members and their families.				
Our club is active with district council and its activities.				
All members of the club have input into the program plan.				
Our club offers social and/or fund-raising events that are a "service" to our community.				

**STEP 2:** To find your club score in each category, assign 4 points to each check mark in the “Most Like”, 3 points to “Much Like”, 2 points to “ A Bit Like” and 1 point to “Least Like”. Record the total for each category, to a maximum of 24, in the boxes provided .



**STEP 3:** Plot the score for each section on the graph. The first score out of 24 is plotted along the vertical axis to reflect your clubs commitment level. Remember a low score in this is neither good nor bad. The second score will be plotted along the horizontal axis left of the center line. The third number will be plotted along the horizontal axis to the right of the center line. Now connect the dots, it's your club triangle

#### **STEP 4:** Identify Shapes at a Glance.

All clubs will have a triangle that is unique. Can you tell what types the following shapes represent?



High  
Commitment  
Equal Project  
and Activity  
Focus



Low  
Commitment  
Equal Project and  
Activity Focus



Low  
Commitment  
Project Focus



Low  
Commitment  
Activity Focus



High  
Commitment  
Activities Focus



High  
Commitment  
Project Focus

It is important to remember that all clubs within 4-H Alberta need to follow the basic club requirements covered on page one.

#### **STEP 5:** Review your triangle!

There is *no* ideal shape to aim towards; your club's ideal is the shape that fits the needs and wants of the families within it. Take a look at the shape of the triangle for your club.

- Do you think it accurately reflects your club?
- Is it what you thought it would be?
- Is your club focused more in one area, and is this reflective of the wants of the entire club? Example: If your club is very high in the project area, is that an agreeable goal of the club. Most members would have joined your club to learn their project material if this is the primary focus.
- If you did this analysis independently for your club, how similar is your shape with those of the other members, leaders and families in your club?

#### **STEP 6:** What Next? The following are a few examples of how you can use this tool.

- Look at the shape of our club triangle and think about the upcoming year. As a club you may want to shift either slightly to the project or to the activity side. You could do something like set a goal to send three members to a provincial program or have a project-related guest speaker present to your club. There are both project and personal development programs offered throughout the year. Talk to your Key Leader or 4-H Specialist about how to effectively make adjustments to your club's focus.
- When a potential new member calls someone in your club about joining, you can share this information about your club with them. If you are a high commitment club, tell them. Some families have the time to devote to a club that is very active, while others are looking for a club that will pair well with other family activities and interests.
- Tell other clubs in your district about what type of club you are. Let your Key Leader and 4-H Specialist know so they can also help to assist in directing potential members to your club, or inform your club of opportunities that come up.

# **Being Self-Aware Is A Strength!**