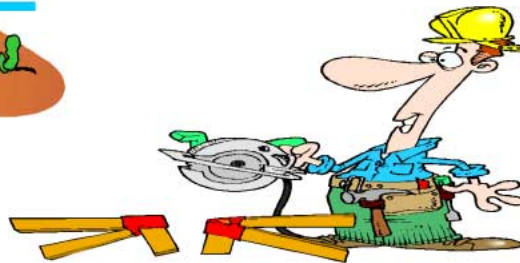


Mind Your Own Business



The 4-H Motto

“Learn to Do by Doing.”



The 4-H Pledge

I pledge

My **H**ead to clearer thinking,
My **H**eart to greater loyalty,
My **H**ands to larger service,
My **H**ealth to better living,
For my club, my community and my country.

The 4-H Grace

(Tune of Auld Lang Syne)

We thank thee, Lord, for blessings great
on this, our own fair land.
Teach us to serve thee joyfully,
with head, heart, health and hand.

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Good News! Belonging to 4-H makes you more employable!

The word is out . . . 4-H members make excellent employees and have tons of skills that help them start their own business or work for others.

**Successful
employment
depends upon
three areas:**

Academic Ability

This does not mean you are a straight A student. It involves skills like communication, decision making, problem solving and an interest in staying up to date.

Personal Management

How responsible are you? Can you adapt to change quickly? Do you have a positive attitude? All of these are important qualities.

Teamwork

It is important to know how to work with others; how to be a good leader and a great follower.

All of these things you learn in 4-H. Whether you are working on your project, preparing your speech, organizing a club social event or taking part in club activities you are acquiring these skills. You are becoming more employable! Many employers regard 4-H work as a terrific reference, because they value these skills.



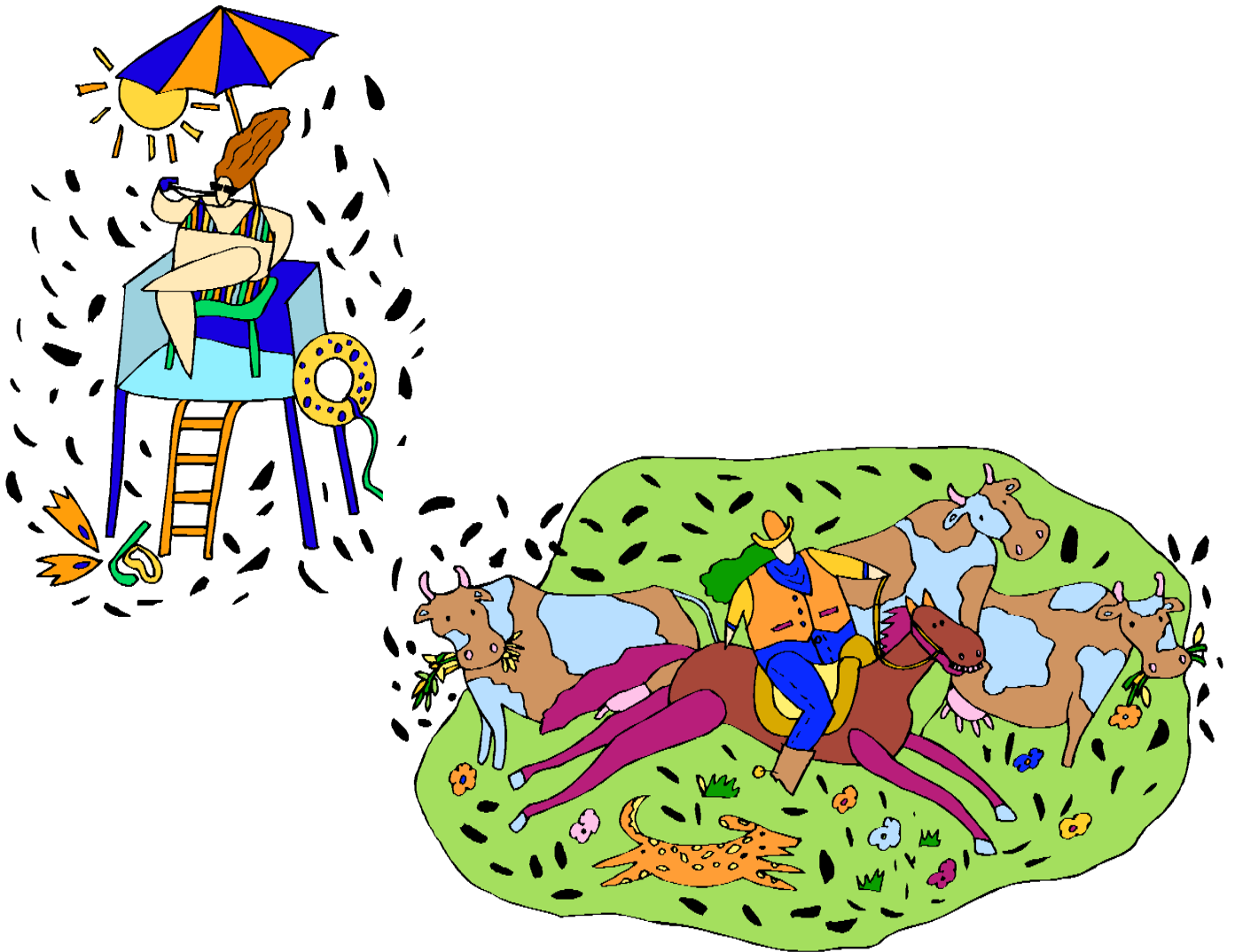
Mind Your Own Business

As a result of taking this 4-H module you will:

- Evaluate current work opportunities for you in your community.
- Consider the advantages of using your current 4-H project as the basis for a small business opportunity.
- Increase your understanding of some aspects of starting your own business.
- Discover various sources of information and assistance to help you start your own business.

This module can be used as a supplement to any of the current 4-H projects. It is designed for members 15 years of age and older, but may be useful to any 4-H member with help from parents and/or leaders.

This module is NOT considered a 4-H project. Members wishing to start a small business as a 4-H project should enroll in the BUSINESS CENT\$ project. It is much more comprehensive.



So . . . What Are My Options For Work?

Let's take a look at you first. What are some skills that you bring to a workplace? Fill out the following:

1.	I am interested in making extra money and will work to do it.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2.	I have enough spare time to take on a part-time job (I can manage school, 4-H, sports, AND A PART-TIME JOB).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3.	I like new challenges.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4.	I have experience in working with others (sports teams, 4-H, school, clubs, committees).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5.	I like to learn new things.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6.	I can "stick to" a job I start and can count on myself to get things done.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7.	I am on time for commitments I make.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8.	I can find creative solutions to problems.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9.	I get along well with people of all ages.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10.	I have a lot of energy and want to work.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
11.	I can express my opinions well and am not shy to ask questions with confidence. I communicate well with people.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
12.	My family supports me having a job.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

You have probably checked off quite a few "yeses". These are definitely the strengths that you have for getting and keeping a job.

Mind Your Own Business

Now . . . Fill out the following chart.
Look at what is available in your community as work options.

Employer Name	Experience Required	Location	What will transportation cost me?	What other supplies will I need (equipment, uniforms, and so on)?	How many hours/week will I work? How flexible is this if I have a school tournament or a 4-H project day?	What will I get paid?
Example <i>Work at local grocery store</i>		<i>12 km from home</i>	<i>Will need to borrow a car</i>	<i>Uniform? Good support shoes</i>	<i>10 hours/week - can plan ahead for time off</i>	<i>\$7.00/hour</i>

Which of these options seems to fit into your lifestyle?

**But . . .
What About . . .
Starting Your
Own Business?**

What would be some advantages to starting your own business?

1. Could determine your own schedule.
2. Could make more than the minimum wage.
3. Would be your own boss.
4. Learn about business by “doing it”. *“Learn to do by doing.”*

Others you can think of

5. _____
6. _____

**Investigating A
Business**

(This is an optional activity)

Interview a business person in your community. Here are some guidelines for setting up the interview.

1. Call ahead to make an appointment, do not drop in.
2. When you call, tell the person who you are, how you got their name, why the interview is important, and how much time you need. Tell them the interview is for your 4-H project.
3. Plan for about a 15 minute interview.
4. Dress appropriately.
5. Record the answers to your questions accurately.
6. Thank the business person.
7. Send a written thank you note to the person you interviewed.



You may want to use some of the questions on the following page, and add some of your own. If you add some of your questions, be sure to record them, along with the response from the business person that you are interviewing.

Mind Your Own Business

Business Interview

Name of business	
Person interviewed	Position
Date of interview	Location of interview



1. How long have you been in business for yourself?

2. Why and when did you decide to go into business for yourself?

3. Did you hold any jobs or get an education or training that helped prepare you to start your own business? Explain.

4. How did you get the money to start the business?

5. How is the management of your business set up?

Business Interview

(continued)

6. What advice would you give to people who want to go into business for themselves?

7. What do you enjoy most about your business?

8. What do you enjoy least about being in business for yourself?

9. How would your life be different if you were working for someone else?

10. What are some business products or services that you think are needed in this community that another small business might be able to provide?



Mind Your Own Business

**Well . . .
You think you
want to start
a business of
your own?
What could
you do?**

As a result of what you have learned in your 4-H project and club work, can you think of any services or products you could market?

Here are ten “*things*” I know from being in the _____
(beef, clothing, and so on) 4-H project:

example: How to make a blouse

example: How to groom a calf

example: How to work with others

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Here is a list of successful product and service based businesses that could be run by young people.

Product-based Businesses

- selling crafts
- selling cards and stationary
- plants
- poster and art distribution
- selling food - examples:
cookies, cakes, and so on
- custom sewing

Service-based Businesses

- computer services
- photography services
- teaching children’s crafts
- assisting at cattle shows
- farm chores
- working at stables
- repairing small engines

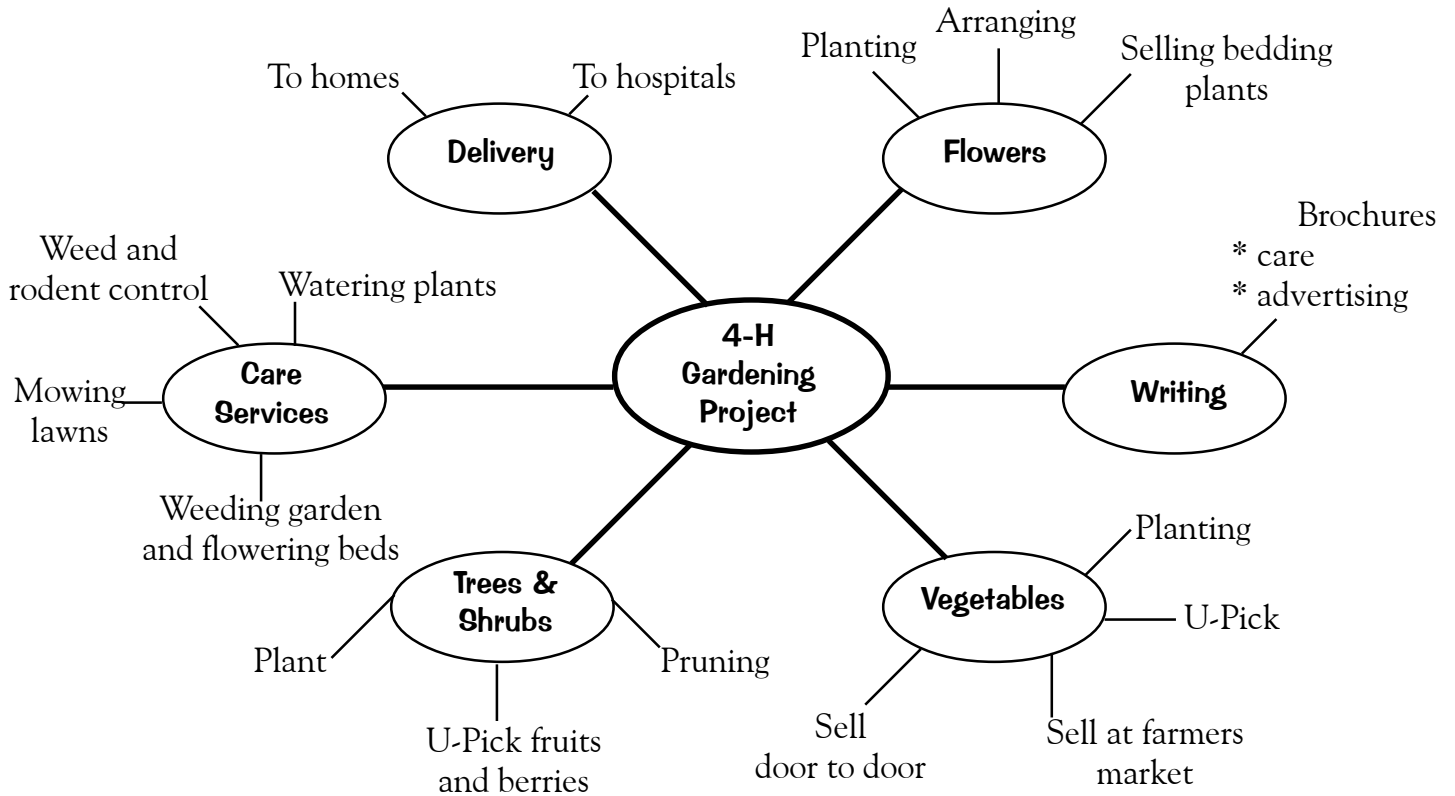
Your business can provide either a product, a service, or both. An example of doing both might be a cookie company that offers delivery service.

Are you having trouble coming up with some ideas for your business?

Would you like to try a fun activity? Try **Mind Mapping**!

Any business idea can lead in many different directions. Drawing a map of your idea(s) is a good way to see where it can lead. You can map your ideas by yourself or with other people.

Here is an example of an idea map that was developed from just one project - gardening.



Mind Your Own Business

Mind Mapping

Try mapping one of your ideas! Here is how you map.

1. Start by writing your project interest in the centre of a blank sheet of paper.
2. Each time you think of a possibility, draw a line from the centre in a new direction. If that thought breaks down into further possibilities, draw more lines connecting those ideas.
3. When you start out in a different direction, go back to the centre and start a new spoke on the wheel and map outwards as that idea develops.
4. Continue until you cannot think of any more possibilities.

Record the business ideas that you have come up with here.

Now . . . Ask yourself . . .

1. Will this idea work in my community? Yes No
2. Who would use this product/service?

3. Will my schedule fit into other things I do? Yes No
4. How much will it cost to get started?

5. Could I make at least minimum wage? Yes No
6. Will I learn valuable skills? Yes No

Products and services should meet some or all of the following to be successful:

- Be unique and exciting. Make people say **"I have to have that thing or that service!"**
- Must fill a real need.
- Must be practical to make or do.
- Must be safe.
- Must improve customer's life - add value.
- Must be good value for the cost.



**By the way . . .
Do you know
what the hottest
trends for new
product ideas
are?**

- Something that **appeals to the aging population** as baby-boomers move into their 50's (lawn cutting services; ready-made meals; assistance with every day chores, and so on).
- **Things to do with home.** People seem to be spending more time at home and want them comfortable, secure, entertaining.
- **Working at home.** More people are working from their home (computer services and so on).
- **Environment.** Saving the environment is a big challenge. How about environmentally friendly products, resource conservation, reduced pollution.
- **Technology** - things that help people understand, use, and keep up with technology changes in their industry.
- **Home alone** - as the number of working parents increases, kids need entertaining, educational, safe things to do while not in school.

So . . . if you have decided to get into the work world AND you would like to try your own business, enrol in the **4-H Business Cent\$ Project** and you will receive lots of information on how to get started. You can call your Key Leader or Regional 4-H Specialist for more information.

Here are some other resources to check out on the internet . . .

<http://www.sb.gov.bc.ca/smallbus/workshop/workshop.html>

<http://www.cybf.ca/frames/topframe.html>

<http://www.nextgen.org/resources/nresources.html>

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