

FOLLOW THE SIGN TO **SUCCESS**

2024 Canadian County Contest *Roundup*



4-H JOB READINESS

(b,i,a)

Eligibility

	Cloverbud (c)	Beginner (b)	Intermediate (i)	Advanced (a)
4-H Age Divisions	K, 1 st , 2 nd , 3 rd	3 rd (and 8 years old), 4 th , 5 th	6 th , 7 th , 8 th	9 th , 10 th , 11 th , 12 th
		3 rd (and 8 years old), 4 th , 5 th , 6 th , 7 th		8 th , 9 th , 10 th , 11 th , 12 th
		Junior (j)		Senior (s)

Entry Requirements

- Enter the contest online before April 1, 2024, to be considered for the job.
- When you enter the contest, you will be given a URL to take you to the job application. When you start the job application, have your resume and cover letter completed, and your job selected. Once you begin the job application, you cannot leave. Final job applications close on April 10.
- 4-H members are responsible for completing the job application by the deadline. There will be no late applications allowed.
- If the 4-H member applies multiple times, the latest application will be the one used for the competition.

Objective

4-H members gain the life skills needed to be contributing members of our communities. One skill we strive to develop in 4-H'ers is Job Readiness. Job readiness is a set of skills and behaviors needed for any job you may be interested in. These are often referred to as soft skills, and include things like communication, problem-solving, teamwork, work ethic, and time management. The 4-H Job Readiness Contest allows 4-H members to practice these skills in the format of applying for a job.

Contest Details

In the Job Readiness Contest, you will apply for a job in the fictional business of Clover Industries. While the job is fictional, it is expected that you use your real-life credentials when filling out the application and creating your resume and cover letter.

Beginners

Judges will evaluate their cover letter, resume, and application. When the 4-H member arrives at the 4-H Contest Day, they will be assigned an interview position with their group. Judges will have already reviewed the Resume, Job Application, and Cover Letter. Interviews will last 5 minutes.

Beginner division participants may choose to apply for the Pet Sitter and the Cleaning Service positions.

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Intermediates

Judges will evaluate their cover letter, resume, and application. When the 4-H member arrives at the 4-H Contest Day, they will be assigned an interview position with their group. Judges will have already reviewed the Resume, Job Application, and Cover Letter. Interviews will last 10 minutes.

Intermediate division participants may choose to apply for a Pet Sitter, a Cleaning Service, a Restaurant Server, or a Kennel Assistant.

Seniors

Judges will evaluate their cover letter, resume, and application. When the 4-H member arrives at the 4-H Contest Day, they will be assigned an interview position with their group. Judges will have already reviewed the Resume, Job Application, and Cover Letter.

Interviews will last 15 minutes. After the interview, participants should write a thank you note provided by Canadian County 4-H. The purpose of the thank you note is to reinforce interest in the job, as well as thank the interviewers for their time and consideration.

Senior division participants may choose to apply for Restaurant Server, Kennel Assistant, Sales Associate, or Seasonal Agritourism Guide.

Participant Checklist

- Complete the entry form to enter the job applicant pool.
- Find and save the Job Application URL when you enter the contest.
 - Fill out the registration information and job application.
 - Upload cover letter.
 - Upload resume.
- Before the contest, look up different positions that match the one you applied for and prepare some facts about the position.
 - Bring anything you feel necessary to the interview during the 4-H Contest Day.
 - Be ready to write a thank you note immediately following your interview.

Contest Resources

- Job Readiness Resume Information.
- [4-H Job Readiness – Oklahoma Style](#).
- Job Readiness Scoresheet.

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Awards

1. According to the number of entries, the Top Placing Individuals (based on scores) will be recognized with top honors and will receive a personalized award (max 5 per division). All contestants will be judged on a Danish Scoring System.
2. All eligible entries will be invited to compete at the State 4-H Roundup.
3. All Around Points
 - a. Entries who compete will be awarded 1 All Around point each
 - b. Honors award recipients will receive 5 All Around Points
 - c. Blue Award earners will each receive 3 All Around Points
 - d. Red Award earners will each receive 2 All Around Points
 - e. White Award earners will each receive 1 All Around Points

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4-H ENTERPRISE: JOB BOARD

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JOB 1

Pet Sitter - \$10 per animal per day

The Pet Sitter's responsibilities include cooking special meals for pets as instructed by pet owners, reporting behavioral issues to pet owners, as well as playing with pets to encourage mental and physical stimulation. You should also be able to vacuum pet hair and dander off carpets and furniture.

Basic Job Requirements:

- Read pet care information and understand pet-sitting duties.
- Providing pets with food and fresh water.
- Administering medication to pets according to the instructions provided by pet owners.
- Cleaning out litter boxes, cages, and aquariums, as well as changing rodents' beddings.
- Exercising pets as needed, which includes taking dogs out for regular walks.

Responsibilities may include, but are not limited to:

- Grooming pets as required, which includes bathing them, cleaning out their ears, brushing their teeth and coats, and trimming their nails.
- Providing regular updates to pet owners, which include communicating with them telephonically or via email as well as sending video clips and photos.
- Promptly notify pet owners of pet illnesses or injuries that may occur.
- Accompanying pets to the veterinary for check-ups or vaccinations.

JOB 2

Cleaning Service - \$10 per room

Basic Job Requirements:

- Bring in mail or newspaper
- Dust picture frames and lampshades
- Sweep, vacuum, and mop floors
- Shake out small rugs and mats
- Fold laundry
- Empty trash cans

Responsibilities may include, but are not limited to:

- Clean kitchens and bathrooms
- Change bed sheets
- Clean mirrors
- Mow the lawn
- Sweep garage, deck, or patio

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JOB 3

Restaurant Server - \$2.13 per hour

This job posting is for a position in at Clover Chicken. At our restaurant, we go above and beyond to feed our customers and to serve them with the greatest hospitality, which can make their day. In this position, you will be the smiling face that greets and serves customers our world famous "clover" chicken.

Basic Job Requirements:

- Fun and friendly attitude.
- Values positive customer interactions.
- Punctual and willing to work as a team.

Responsibilities may include, but are not limited to:

- Take and serve orders.
- Answer questions or make recommendations for products.
- Collaborate with other restaurant servers and kitchen staff.
- Deal with complaints or problems with a positive attitude.
- Issue bills and accept payment.

JOB 4

Kennel Assistant - \$9.50 per hour

Clover Kennels is a fast-growing pet service devoted to caring for our furry friends while their humans are away from home. We take pride in the hospitality and care we provide to the animals that stay with us.

Basic Job Requirements:

- Love of animals and ability to work with them safely and confidently.
- Knowledgeable in (or willing to learn) vaccine protocols, parasite prevention, and boarding requirements.
- Experience with animal care is preferred, but not required.

Responsibilities may include, but are not limited to:

- Assist in scheduling boarding appointments.
- Greet humans and pets with kindness and reassurance.
- Serve meals and clean kennels.
- Provide exercise for pets.
- Required to work at least one weekend day (Saturday and/or Sunday) per week.

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JOB 5

Sales Associate - \$12.00 per hour

Communication is key in our store! If you enjoy helping people, our company provides you with the opportunity to assist customers in finding just the right items for their needs. In addition to being a friendly face to our customers, you will also help keep your department clean and tidy, well stocked, and work as a team with your coworkers.

Basic Job Requirements:

- Customer service skills & the ability to help maintain a customer-focused culture.
- Ability to work as part of a team and interact with different levels from hourly team members, customers, vendors, and corporate representatives.
- Organizational skills to keep your area tidy and well stocked.

Responsibilities include but are not limited to:

- Answer customer questions and assist them in finding products.
- Share product knowledge with customers.
- Prepare merchandise and design displays.
- Maintain a clean and tidy space.
- Assist with inventory.
- Create a positive customer experience and work environment.

JOB 6

Seasonal Agritourism Guide - \$12.00 per hour

The Clover Patch offers exciting seasonal employment in a fun, family-driven environment. We are looking for energetic individuals to entertain guests and provide a fun farm experience for the entire family at our local pumpkin patch. We are always looking for reliable employees for weekdays and weekends in the fall season.

Basic Job Requirements:

- Ability to lift and carry up to 25 pounds.
- Experience and knowledge of livestock in a petting zoo preferred, but not required.
- Willing to work in a variety of weather conditions.

Responsibilities may include, but are not limited to:

- Provide a safe and welcoming experience to customers, both adults and children.
- Guide groups through our farm, the hayride, pumpkin field, hay maze, and petting zoo.
- Assist customers with selecting and carrying pumpkins.
- Ensure the safety of both customers and animals at the petting zoo.