

Task 6: Protocol

Gretchen Gregor

Old Dominion University

Protocol for Interview of Program Director

1. Aside from 4-H specific information and skills, what else is taught throughout the CIT/Counselor training?
2. How do you execute teaching/training the adolescents' the necessary leadership skills and information?
3. Approximately how many of your trainee CITs/Counselors partake in other leadership roles, other than their role in 4-H?
 - a. What kinds of leadership roles do the adolescents hold outside of the 4-H program?
4. If applicable, did any of the current trainee adolescents take part in any leadership roles prior to the 4-H program or after CIT/Counselor training?
5. Based upon feedback in camper evaluations, what is the most common complaint or area of concern?
 - a. What can be done to enhance training and fix the problems from the evaluations?
6. CITs/Counselors in training are required to complete 24 hours of training to prepare for their positions. In your opinion, are the 24 hours required enough to properly train the adolescents, why or why not?

Protocol for Interview with 4-H Collegiate Summer Staff

1. Prior to Summer Collegiate Staff describe leadership roles that you were involved in?

2. During your position as a CIT and/or counselor, what kind of skills, knowledge, or experiences do you feel helped to prepare you for this position on Collegiate Summer Staff?
3. During your time as a CIT and/or counselor, what leadership qualities and skills that you acquired do you still use today? Describe/give an example.
4. Prior to being a CIT/Counselor as well as a member of Collegiate Summer Staff, were you involved in any other leadership roles? Describe these roles.
5. In your opinion, was there any information, skills, or experiences that were not discussed or taught to you during your training as a CIT/Counselor training that you feel you should have been informed of?
 - a. If so, what? Please describe.

Protocol for CIT/Counselor Training Observation

Using Frequently (F), Sometimes (S), and Never (N) to document whether or not the majority, 50%, of the adolescent trainees does the following:

- Takes initiative or volunteers to lead songs
- Takes the lead in group activities
- Participate in group activities
- Contributes to the group as a whole during activities
- Volunteers to answer questions asked to the whole group
- Engages in group discussions
- Assists Program Director (set up for meetings/clean up for meetings/etc.)
- Displays respect towards all other trainees, Program Director, guest speakers, and other 4-H staff visitors

- Older or returning trainees help and assist new or younger trainees in any way they can
- Pay attention during presentations presented to the group

In addition to information laid out within the protocol, any other information learned or found interesting during the observation or interviews will be included within conclusions of the program evaluation. Often times during training meetings, questions are asked specifically to the adolescents that could provide further insight and data pertinent to the evaluation. This information would be crucial to the evaluation findings but cannot be simply laid out in a checklist because of the unsure nature of what information could/would be shared during the observation.