

**Awards & Experiences Rubric - Grades 10+ First & Last Name: \_\_\_\_\_**

**Grade (2023-2024):** 10<sup>th</sup> 11<sup>th</sup> 12<sup>th</sup> 13<sup>th</sup>

Category	10, 9 points	8, 7, 6 points	5, 4, 3 points	2, 1 points	0 points
<b>Cover Letter</b>	Youth did a thorough job connecting experience and interest with experiences/awards, giving specific details. Letter is free of typos and spelling errors.	Youth included some details connecting personal experience and interest with specific experiences/awards.	Youth included few details connecting personal experience and interest with specific experiences/awards.	Youth included very little or no details connecting personal experience and interest with specific experiences/awards.	Youth did not complete a cover letter.
<b>Resume (Overall appearance)</b>	Resume has all details present including name, phone, address, experience, schooling activities, and is laid out in a manner that is easy to follow.	Resume has most details present and is fairly organized where key information is easy to find.	Resume has some details present. Information is somewhat organized but can be difficult to find information.	Resume is missing key pieces of information and is unorganized. It is difficult to find information.	Resume is handwritten and missing many key pieces of information that were asked for in instructions.
<b>Resume (Offices held, Projects)</b>	Youth held offices at club and county level. Junior and/or Teen Leader in 2 projects or more. Participates in 5 or more projects.	Youth held offices at club and county level. Junior and/or Teen Leader in 1 project. Participates in 4 or more projects.	Youth held office at club or county level. Junior or Teen Leader in 1 project. Participates in 3 or more projects.	Youth held office at club or county level. Participates in 2 or more projects.	Youth does not hold office at the club or county level and is not a Junior or Teen Leader.
<b>Resume (Community Service, Non-4-H activities)</b>	Youth participated in club and countywide service projects. Active in multiple extra-curricular activities outside of 4-H.	Youth participated in club and countywide service projects. Active in few extra-curricular activities outside of 4-H.	Youth participated in club and countywide service projects. Is not involved in any extracurricular activities.	Youth participated in club service projects only. Is not involved in any extra-curricular activities.	Youth has not participated in any service projects at any level and is not involved in any extracurricular activities.
<b>Personal Development gained through 4-H</b>	Youth provides a detailed, well-thought out and thorough list of how 4-H has impacted their personal development and makes the connection.	Youth provides several ways 4-H has impacted personal development and provides some details to make the connection.	Youth provides some ways 4-H has impacted personal development but provides minimal details to make the connection.	Youth provides minimal information on how 4-H has impacted their personal development and does not make a connection.	Youth did not include this information.
<b>Skill Development gained through 4-H</b>	Youth shares numerous skills they have developed through 4-H and makes a direct correlation between the two with details.	Youth shares several skills they have developed through 4-H and does a good job connecting the two with some details.	Youth shares some skills they have developed through 4-H but not many details to connect 4-H with skills developed.	Youth shares few skills they have developed through 4-H but there is no connection provided to connect the two.	Youth did not answer the question.
<b>Interview (professional appearance, greeting of interview panel)</b>	Youth is dressed in interview attire (no shorts, flip flops, tank tops). Arrives on time. Proper greeting with interviewers. Makes consistent contact throughout interview.	Youth is dressed in interview attire. On time for interview. Some effort put into greeting interviewers. Sporadic eye contact throughout interview.	Youth is dressed casually. Late for interview. Minimal effort put into greeting interviewers. Poor eye contact during interview.	Youth is not dressed in interview attire. Late for interview. Poor eye contact.	Youth did not show up for the interview.
<b>Interview responses to questions</b>	Youth answers all questions thoroughly and provides examples and details in responses. Does not use "um" frequently in responses. Youth holds eye contact.	Youth answers most questions thoroughly, providing examples and details. Youth uses "um" occasionally in responses. Youth holds eye contact.	Youth answers some answers thoroughly, provides some details and examples. Youth uses "um" often in responses. Youth has poor eye contact.	Youth answers questions minimally, provides few details or examples in responses. Uses "um" frequently. Has poor eye contact.	Youth did not show up for the interview.