

## Resume Outline

*(Note: Use a font size no smaller than 11 point and keep it limited to 1-2 pages.)*

### **NAME**

City, State

PHONE NUMBER

EMAIL

### **EDUCATION**

School name, grade in school  
4-H club name, number of years in 4-H

### **4-H PROJECT SUMMARY**

List all projects in which you are or have been enrolled. Include the number of years you have been or were a member of that project. Indicate in which projects you are currently enrolled.

### **4-H ACTIVITY INVOLVEMENT**

Summarize all 4-H activities in which you have participated and the number of years you participated.

### **LEADERSHIP ROLES**

List your 4-H leadership roles (club, county and state).

### **SKILL DEVELOPMENT**

List what you have learned as a result of participation in 4-H projects and activities and the skills you have developed.

### **PERSONAL DEVELOPMENT**

List what you have personally gained as a result of participation in 4-H projects and activities in terms of your personal attributes.

### **OTHER ACTIVITIES**

In this section, include school activities, work experience, special activities, etc. and the number of years you participated.