



4-H Canada

Leadership Summit 2022

Lighting the Way Forward with 4-H

April 22-24, 2022

Westin Nova Scotian
Halifax, Nova Scotia

In this document

Overview	2
What is the Leadership Summit?.....	2
What’s in it for me?	3
What topics will be covered?.....	3
What does the schedule look like?.....	4
How to Attend	5
Provincial selection of delegates	5
What’s included in the registration fee?	5
What does travel to Leadership Summit look like?.....	5
Apply to be a Presenter	6
What topic areas will the Leadership Summit address?	6
How will the presentations be selected?	6
What should applicants and presenters expect?	7
Deadline for submission	7
Health, Safety, and COVID-19 Protocols.....	8

Overview

What is the Leadership Summit?

4-H Canada’s Leadership Summit is an opportunity for 4-H volunteer leaders, professionals, and the 4-H Canada Youth Advisory Committee (YAC) to come together and showcase the communities they are building, share innovative program ideas, and hear from experts on emerging topics.

The 2022 Leadership Summit is travelling to Halifax, Nova Scotia from April 22-24, where it will be co-hosted by 4-H Canada and 4-H Nova Scotia, as part of 4-H Nova Scotia’s 100th-anniversary celebrations.

The 2022 Leadership Summit theme ‘Lighting the Way Forward with 4-H’, was inspired by the location of the summit, Halifax, Nova Scotia. Lighthouses are beacons of hope when searching for the harbour in dark and stormy waters. They also warn of shallow waters and rocky coasts helping to guide vessels safely into the harbour. 4-H has been this lighthouse for many youth, adults, and families, particularly since the start of the COVID-19 pandemic. As we move through pandemic times, 4-H continues to be this beacon of hope, and support for youth in creating the world they want post-pandemic.

For over 100 years, 4-H has been one of the most well-respected youth-serving organizations in Canada, delivering world-class positive youth development programming in the areas relevant to today’s youth. To maintain our commitment to excellence and align with industry best practices, we



strive to ensure that volunteers and staff are supported with the tools they need to thrive in today's changing world.

These new tools and strategic opportunities help ensure programming remains relevant and impactful for youth, in a fun, safe and inclusive environment. Through the 4-H motto, "Learn To Do By Doing," volunteer leaders will learn how to effectively use and maintain these strategies in their provinces, regions, and communities.

What's in it for me?

We hope you'll go home from the Leadership Summit feeling:

- **Valued**, as we celebrate volunteer achievements;
- **Connected**, as we share successes and challenges, and you expand your network within the 4-H movement;
- **Supported**, as we share new resources and bring in experts to engage you in thinking about new approaches and best practices in positive youth development; and
- **Equipped**, with new tools, skills, and ideas to take back to your club and share with your youth members.

What topics will be covered?

The program will be organized around three streams:

1. Program Excellence

Workshops by experts in each of the four [Leadership Development Pillars](#) (sub-themes):



**Sustainable Agriculture
& Food Security**



**The Environment
& Healthy Living**



**Science &
Technology**



**Community Engagement
& Communications**

Additional workshop sub-themes may include program evaluation, project success stories from clubs and 4-H Canada, and provincial sharing.

2. Leadership Excellence

Workshop sub-theme possibilities may include youth-adult partnerships, Positive Youth Development, leadership styles, building communities, community engagement, club operations (finances, retention and succession), and issues impacting youth.

3. Professional Development

Workshop sub-theme possibilities may include sponsorship and partnerships, brand and communications, risk management, emerging models, and growing 4-H.

What does the schedule look like?

To minimize our environmental impact and reducing printing, the Leadership Summit schedule will be available digitally only. The following table provides a high-level overview of events. All schedule information is subject to change, and more details will be available when registration opens. Please note that for the Town Hall and Senior Leadership meeting topics may include HR, finance, insurance, and governance. Attendees include one representative per province (provincial council or foundation chair/member, PLAC member).

	Thursday, April 21	Friday, April 22	Saturday, April 23	Sunday, April 24
Morning		Remaining delegates arrive	Various workshop sessions	- Town Hall and Senior Leadership meeting - Possible workshop sessions - Closing keynote
Afternoon	Provincial Supervisors Meeting	Various workshop sessions	4-H Night in the Country event hosted by 4-H Nova Scotia	Delegate departures
Evening	Western delegates arrive	Opening dinner and keynote speaker		

Registered delegates and speakers will be sent a link with an invitation to create a profile on the platform Guidebook to access our digital schedule and Summit information. You'll be able to explore and customize a schedule for the workshops you are interested in, connect with other attendees and speakers, and access presentation materials from your mobile device. During the Leadership Summit, you will receive daily updates and reminders on how to use Guidebook to complete workshop evaluations and participate in fun engagement opportunities.

If you have questions about programming or scheduling, please contact Leslie Noble, Adult Learning Manager at lnoble@4-h-canada.ca.

For up-to-date information about Leadership Summit, visit 4-h-canada.ca/leadership-summit.

How to Attend

Leadership Summit is open to 4-H volunteer leaders from across Canada. Registration to attend is managed through your provincial 4-H office and provincial delegate lists are due to 4-H Canada by Nov. 29, 2021.

To attend, please contact your [provincial 4-H office](#) to learn how you can attend.

Provincial selection of delegates

Each province is allotted 10 delegates spots, except for 4-H Nova Scotia. These spots should include:

- Provincial Supervisor or Executive Director
- Youth Advisory Committee (YAC) Representative
- One representative of the provincial Council, Foundation, or PLAC who will stay to attend the Town Hall on Sunday, April 24, 9 am-1 pm.

The remaining provincial delegate spots are intended for volunteer leaders and provincial staff.

As co-host of the event, 4-H Nova Scotia is allotted 100 delegate spots. Should any vacant spots become available, they will be offered to provinces with waiting lists fairly and equitably.

What's included in the registration fee?

This year's registration fee has increased, due to increased costs for flights and accommodations. To ensure the health and safety of everyone, all delegates will receive individual accommodations, and only delegates from the same household will be allowed shared accommodations.

Some provinces subsidize the registration fee for their delegates. Please check with your provincial 4-H office for more information.

The registration fee is \$700/person and covers the following:

- Access to the Leadership Summit program, including all workshops, keynotes, sessions and activities.
- Round-trip flight or other transportation to and from Leadership Summit
- Ground transportation (shuttle to/from the hotel)
- Meals (breakfasts, lunches, dinners, and breaks, beginning with lunch on Friday, April 22)
- Single hotel accommodations (unless members of the same household)
- 4-H Night in the Country event hosted by 4-H Nova Scotia.
- Ticket to attend the 4-H Canada Leadership Awards which will be held virtually on Feb. 23, 2022, prior to Leadership Summit.

What does travel to Leadership Summit look like?

4-H Canada will arrange air travel and transportation for delegates. Please expect to receive travel itinerary closer to the event date.



Delegates will arrive in Halifax in the morning of Friday, April 22, however delegates who require additional flight times will be scheduled to arrive in Halifax later in the day on Thursday, April 21. Provincial Supervisor travel will be scheduled to allow for attendance at the Provincial Supervisors meeting on Thursday, April 21.

Please note that early arrivals/departures for some delegates may be required depending on the time and availability of flights.

Apply to be a Presenter

We are looking for proposals from 4-H leaders and professional staff who would like to share their experience and expertise with the other Leadership Summit participants. We will also be reaching out directly to external experts in different fields. Presenter submissions must be received by Nov. 29, 2021.

What topic areas will the Leadership Summit address?

This year's theme is "Lighting the Way Forward with 4-H". The program will be organized around three themes.

1. Program Excellence

Workshops by experts in each of the four [Leadership Development Pillars](#) (sub-themes): Communication & Community Engagement, Science & Technology, Environment & Healthy Living, Sustainable Agriculture & Food Security. Additional workshop sub-themes may include program evaluation, project success stories from clubs and 4-H Canada, and provincial sharing.

2. Leadership Excellence

Workshop sub-theme possibilities may include youth-adult partnerships, Positive Youth Development, leadership styles, building communities, community engagement, club operations (finances, retention and succession), and issues impacting youth.

3. Professional Development

Workshop sub-theme possibilities may include sponsorship and partnerships, governance, brand and communications, risk management, emerging models, and growing 4-H.

How will the presentations be selected?

All submissions will be reviewed by our 4-H Canada Leadership Summit program team. The selection criteria will include:

- quality and clarity of the proposal: clear, concise writing, practical application, topic relevance to 4-H, and Leadership Summit stream;
- workshop approach, i.e. whether it is engaging, participatory and interactive, offers discussion time or a Learn To Do By Doing opportunity;
- whether it addresses a unique or emerging issue, need or approach; and
- whether it presents a model or practice that can be replicated within 4-H and/or a Positive Youth Development approach.

What should applicants and presenters expect?

- All applicants will be notified about the outcome of the review process by Jan. 14, 2022.
- Workshops will run Apr. 22-24 between 9 am and 4 pm (see tentative schedule overview in the delegate information above).
- Workshops should be between 75 and 90 minutes in length, including time for Q&A.
- Rooms vary in size and will either be in a classroom layout or with participants seated at round tables. Workshop capacities will be determined based on the latest COVID-19 health and safety information. Presenters should be prepared to deliver their session to an audience of between 30 and 100 individuals.
- Please specify all technology and material needs in your submission.
- Each presenter will be given access to our digital schedule and Summit information using Guidebook. 4-H Canada staff will upload presenter session and bio information as well as any presentation materials to this platform.

Deadline for submission

Please complete the proposal form **by Nov. 29, 2021** at <https://www.surveymonkey.ca/r/LS22Presenters>

Proposal submission questions? Please contact Leslie Noble, Adult Learning Manager at lnoble@4-h-canada.ca.

Health, Safety, and COVID-19 Protocols

As with all 4-H Canada's programs set for in-person delivery in 2022, Leadership Summit planning includes the ongoing review of COVID-19 safety measures to follow the most up-to-date information from public health authorities. 4-H Canada continues to work with 4-H Nova Scotia, Nova Scotia and Halifax public health, and the Westin Nova Scotian on COVID-19 policies to ensure a safe and healthy environment exists for all our Summit delegates. All Leadership Summit plans are subject to change or cancellation.

As part of providing a safe and healthy environment as we return to in-person programming in 2022, 4-H Canada requires all Leadership Summit delegates regardless of their province of residence to be fully vaccinated against COVID-19 due to the nature of air travel, provincial requirements, and the health guidelines of the venues we operate in. Fully vaccinated against COVID-19 means you have received the full series of a vaccine authorized in Canada at least 14 days prior to travel and complete a volunteer attestation form.

4-H Canada will ensure you are kept up to date on the latest information regarding health, safety, and COVID-19 guidelines to ensure all delegates are aware in advance and can plan accordingly to meet those guidelines. Leadership Summit delegates should be prepared to practice social distancing and wearing a mask/face covering (except when eating and drinking or in private hotel rooms) throughout the duration of Leadership Summit 2022.

Please check [the province of Nova Scotia's website](#) for the latest information regarding travellers entering the province.

Current COVID-19 travel requirements in order to board a domestic flight in Canada can be found here: <https://travel.gc.ca/travel-covid/travel-restrictions/flying#board>

Current COVID-19 travel requirements to enter the province of Nova Scotia can be found here: <https://novascotia.ca/coronavirus/travel/>