



CANADA



4-H Canada

# Leadership Summit 2023

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## Connecting Communities

**April 28-30, 2023**

Delta Hotels by Marriott Ottawa City Centre  
Ottawa, ON

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## 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 2023 Leadership Summit theme, “Connecting Communities”** speaks to the heart of 4-H in many ways. For example, Leadership Summit brings together the leader, staff, and YAC communities, which are connected by a desire to build responsible, caring, and contributing young people. The 4-H program in Canada connects youth with one another, as well as to opportunities, experiences, fun, and much more. As 4-H in Canada strives to reach more youth, and more communities, Leadership Summit is an opportunity to connect with each other and experts to strengthen our collective understanding of fundamentals like positive youth development (PYD), experiential education, youth-adult partnerships, and best practices - while also building knowledge in current contexts, such as Diversity, Equity and Inclusion, youth mental health, STEM, and youth career readiness.

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 return 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 will be held with 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 sponsorships and partnerships, brand and communications, risk management, emerging models, and growing 4-H.

## What does the schedule look like?

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.

New to Leadership Summit in 2023 will be an optional “Pre-Summit” focused on new leader fundamentals. Delegates attending the Pre-Summit will be able to complete their Youth Safety training, and build knowledge in the areas of PYD, the Leadership Development Pillars, youth-adult partnerships, and more. Delegates attending the Pre-Summit will receive additional resources to support their new roles as club leaders.

	Thursday, April 27	Friday, April 28	Saturday, April 29	Sunday, April 30
Morning	Delegates registered for Pre-Summit travel and arrive in Ottawa.  Summit delegates with complex or long travel arrive in evening.	Pre-Summit conference 8 a.m. - 4 p.m. (breakfast & lunch included)  Delegates travel to Ottawa	Breakfast  Workshop blocks 1 & 2	Breakfast & Provincial Sharing  Workshop block 4  Provincial Sharing
Afternoon		Pre-Summit conference 8 a.m. - 4 p.m.  Delegates travel and arrive in Ottawa by 4 p.m.	Lunch & Provincial Sharing  Workshop block 3: Networking Activity  Depart for offsite activity and dinner	Lunch and closing keynote speaker  Most delegate departures begin at 2 p.m.
Evening		Start of Leadership Summit 2023 - dinner and opening keynote speaker	Offsite activity and dinner	Delegate departures and travel

### Guidebook

To minimize our environmental impact and reducing printing, the Leadership Summit schedule will be available digitally using the Guidebook app only. 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. Through your mobile device, the Guidebook app will allow you to explore and customize a schedule for the workshops you are interested in, connect with other attendees and speakers, and access presentation materials. 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, Program Director at [lnoble@4-h-canada.ca](mailto:lnoble@4-h-canada.ca).

**For up-to-date information about Leadership Summit, visit [4-h-canada.ca/leadership-summit](https://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. 4, 2022.

To attend, please contact your [provincial 4-H office](#) for details.

### Provincial selection of delegates

Each province is allotted space for 25 delegates. These 25 spaces should include:

- Provincial Supervisor or Executive Director
- Youth Advisory Committee (YAC) Representative
- One representative of the provincial Council, Foundation, or PLAC. The remaining provincial delegate spots are intended for volunteer leaders and provincial staff.

Provinces should keep a waiting list of interested leaders and staff once their 25 spaces are filled. 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, accommodations, and food. We will once again be returning to shared accommodations for delegates. Delegates will have the opportunity to request a specific roommate when completing their registration. Some provinces subsidize the registration fee for their delegates. Please check with your provincial 4-H office for more information.

**The registration options and fees for this year are:**

**1) Leadership Summit 2023 with Pre-Summit Conference - \$875/person and covers the following:**

- Access to all Pre-Summit programming, including all training, workshops, and sessions
- "New leader" resources
- Access to full Leadership Summit programming, including all workshops, keynotes, sessions, and activities
- Delegate kit
- Round-trip flight or other transportation to and from Leadership Summit
- Ground transportation (shuttle to/from the hotel)
- Meals (breakfast, lunch, dinner, and breaks, beginning with breakfast on Friday, April 28)
- Double hotel accommodations beginning Thursday, April 27
- Offsite activity and dinner on Saturday, April 29
- VIP Ticket to attend the 4-H Canada Leadership Awards, which will be held virtually on Feb. 28, 2023

**2) Leadership Summit 2023 - \$750/person and covers the following:**

- Access to full Leadership Summit programming, including all workshops, keynotes, sessions, and activities
- Delegate kit
- Round-trip flight or other transportation to and from Leadership Summit
- Ground transportation (shuttle to/from the hotel)
- Meals (breakfast, lunch, dinner, and breaks, beginning with dinner on Friday, April 28)
- Double hotel accommodations beginning Friday, April 28 (unless early travel/arrival is required)
- Offsite activity and dinner on Saturday, April 29
- VIP Ticket to attend the 4-H Canada Leadership Awards, which will be held virtually on Feb. 28, 2023

**What does travel to Leadership Summit look like?**

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

Delegates will arrive in Ottawa throughout the day Friday, April 28. Delegates who require alternate flight times will be scheduled to arrive in Ottawa later in the day on Thursday, April 27. Provincial Supervisor travel will be scheduled to allow for attendance at any required meetings ahead of Leadership Summit.

*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 a variety of fields. Presenter submissions must be received by Oct. 28, 2022.

**What topics will be covered at Leadership Summit?**

This year's theme is "Connecting Communities." The programming will be organized around three sub-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, and 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

Possible topics 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

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.
- 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 Dec. 16, 2022.
- Workshops will run April 28-30 between 8 a.m. and 4 p.m. (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 room capacities and any COVID-19 health and safety considerations. Presenters should be prepared to deliver their session to an audience between 30 and 150 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 the Guidebook app. 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 Oct. 28, 2022** at [www.surveymonkey.ca/r/LS23Presenters](http://www.surveymonkey.ca/r/LS23Presenters).

### Proposal submission questions?

Please contact Leslie Noble, Program Director at [lnoble@4-h-canada.ca](mailto:lnoble@4-h-canada.ca).

## Health, Safety, and COVID-19 Protocols

As with all 4-H Canada programs set for in-person delivery in 2023, 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 public health, and venues, 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, 4-H Canada currently requires all Leadership Summit delegates - regardless of their province of residence - to be fully vaccinated against COVID-19. 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 have completed a volunteer attestation form to confirm vaccination status.

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.