



SPIN CLUB

4-H SPECIAL INTEREST CLUB



Starting a SPIN club checklist

Name _____ Club Name _____

Please keep this form for your records

To Do	To be completed by	Completed
Schedule a meeting with 4-H Staff to discuss SPIN clubs and topics		
Exchange contact information		
Complete the 4-H Online enrollment, includes background check permission		
Complete volunteer training, including mandated reporter training		
Decide on a skill level for participants, such as beginner, intermediate, or advanced; or identify an appropriate age group (elementary, middle, or high school youth); set a limit for the number of youth that can join		
Select a location; set dates and times for the meetings		
Make a list of supplies that will be needed and determine the supply costs for each participant		
Decide who will purchase supplies and when they are needed		

To Do	To be completed by	Completed
Discuss possible community service projects and youth leadership opportunities for your SPIN club members		
Develop lessons for each meeting using the SPIN Club Volunteer Plan of Action form and discuss them with the 4-H Youth Development Educator		
Discuss ways to keep your members and yourself safe during club activities; identify possible risks and develop a safety plan		
Decide if the club will handle money, if so they must be chartered Fill out charter form		
Record the time you spend preparing for and leading SPIN club meetings on the SPIN Club Volunteer Time Log		
Have youth enroll in your club through 4-H Online. Once enrolled, collect \$35 family enrollment fee and send it to Extension office. Financial assistance is available, have youth fill out request form online and submit it to the 4-H Youth Development Educator		
Contact 4-H Staff if you have questions		
Share pictures, videos, or information with 4-H staff for local news media, 4-H website, social media, or newsletters		
Share your success with 4-H staff – what went well; what you would do differently next time		



SPIN Club Program adapted from University of Illinois Extension

