



## Missouri 4-H SportFishing

Project 725, 726, 727

Leader Module



For the past several years, Missouri 4-H has required volunteers to participate in a leader training workshop specifically designed for the 4-H Sportfishing project. For various reasons, the workshops have had poor participation and several have been cancelled. So in response, an alternative to the face-to-face workshops is being developed. The first step in that alternative is this 4-H Sportfishing Leader Module which includes basic information, expectations and a memorandum of agreement. Volunteers that complete this process will be approved to lead a 4-H Sportfishing program. The approval is temporary as there will likely be modifications to this policy in the future.

### Leader Expectations - The volunteer leader must:

- Use the 4-H CCS Sportfishing curriculum (as listed in the Clover); supplemented with the Leaders resource notebook
- Conduct at least 1 learning activity from each of the four (4) subject areas - in addition to taking the youth fishing.
  - Angling Skills
  - Tackle Craft
  - Aquatic Ecology
  - People & Fish
- Take kids fishing at least 2 times – the more the better (4-6 preferred)
- Follow Missouri 4-H Sportfishing risk management procedures

### To Qualify as a Sportfishing Volunteer

1. Complete & return the Sportfishing application along with the curriculum fee.
2. Review the curriculum resources and complete the quiz
3. After completing the quiz, sign the MOA and return both to state 4-H office
4. Approval granted by Sportfishing state program coordinator (Shannon White)
5. Volunteer & local extension staff/office notified

### Content Areas

The 4-H Sportfishing project covers subject matter not normally associated with previous 4-H fishing projects. In the past, fishing projects focused almost exclusively upon the skills and knowledge related to catching fish – angling skills. 4-H Sportfishing has broader educational goals and objectives beyond “catching a fish”. It is a youth development program that provides a comprehensive curriculum designed to develop life skills while providing information and motivation to youth and adult audiences interested in fishing and/or aquatic resource stewardship. 4-H Sport Fishing is composed of four knowledge and skill areas. Members are expected to participate in each of the four areas to meet the requirements of project completion. These knowledge/skill areas are:

- **Angling Skills** – basic skills of a successful fisherman
- **Tackle Craft** – assemble from kits, custom build, modify current equipment; and/or make artificial lures, plastic baits, jigs, spinner baits, etc; and/or develop and practice the art of fly tying
- **Aquatic Ecology** – healthy habitat for fish and other water life, stream quality, watershed management, identifying macro-invertebrates, and more.
- **People and Fish** – angling ethics, fisheries management, and folkways (human dimensions of fishing and fish resources)

The ultimate objective of the Sportfishing program is to “GO FISHING”, but the educational objectives of the four content areas are an important part of this program. The 4-H Sportfishing program must be more than fishing. The curriculum books and the leader notebook both follow these content areas.

## **Curriculum Notebook & Resource materials**

In order to remain faithful to the program concepts, it is critical that SportFishing leaders follow the approved curriculum. There are four pieces of official approved curriculum included in your leader notebook. These are the bound booklets with blue covers. These CCS curriculum pieces are to be the **primary resources** for the 4-H SportFishing program. These are:

- LG 7200 SportFishing Helper's Guide
  - Take the Bait – Unit 1
  - Reel in the Fun – Unit 2
  - Cast Into the Future – Unit 3
- Please take time to review all 4 pieces of literature.

A **secondary resource** – **but an important one** is the loose leaf pages of the notebook. These pages include lesson plans and resources materials separated into the 4 categories. Some of the lesson plans will show up in the blue booklets – but there are many additional plans in the loose leaf format. There is a LOT OT INFORMATION in those pages. Take time to thumb through those and book mark the ones that look interesting so you can go back and study a little more closely. If you ignore the notebook pages are losing a lot of good stuff.

Additionally check out the online curriculum resources from the Colorado 4-H – which hosts the national 4-H SportFishing website: <http://www.4hfishing.org>. Several of the notebook lesson plans have been re-formatted and included on the web site. This online curriculum closely follows what you will find in the notebook.

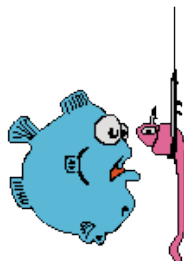
Lastly, there are additional **supplemental pieces of literature** (for youth and/or adults) and 2 pieces for adult leaders only - free, provided by the Missouri Department of Conservation. Your 4-H members may order these through Extension Publications. These are:

- An Introduction to Fishing -available for you members
- Introduction to Missouri Fishes -available for youth members
- Basic Fishing (adults only)
- Poster of Missouri Fishes

See the most current edition of the 4-H Clover project catalog for a list of literature, costs, publication number, and order form.

## **Risk Management**

4-H is responsible for providing a safe environment for youth that participate in 4-H programming. Volunteers must be concerned about the health and welfare of youth in their care. It is the responsibility of the 4-H SportFishing volunteers to acquaint themselves with the recommended risk management procedures/policies **and to adhere to them**. Read the following pages closely, complete the necessary steps to become a recognized and approved 4-H Sportfishing leader, and comply with all risk management policies (including the paperwork required).



# Risk Management Procedures

## Missouri 4-H SportFishing

### 1) Standard Safety Procedures for Fishing activities

- Minimum 2 adults – one is the approved Sportfishing leader, the other(s) may be parents or other 4-H volunteers
- Youth to Adult ratio: 3.5:1 – No more than 3.5 youth per supervising adult when fishing. So, two adults could monitor 7 youth.
- Youth and adults must always wear a billed cap/hat and glasses (for protection from hooks)
- Supervising adult is to keep youth within a distant appropriate for easy observation and access.
- First Aid kit on hand
- Life Jacket policy
  - Youth will always wear an approved PFD when on a boat.
  - PFD required when wading in water
  - PFD required when fishing at sites with swift current, steep banks, other hazardous conditions.

Supervising adult must use wise judgment in protecting the personal safety of his/her youth members

### 2) All Missouri 4-H volunteer application/screening, orientation requirements, procedures & policies followed.

All 4-H volunteers must be approved through the annual screening process and must also complete the Missouri Volunteer Orientation requirement (one time). All 4H Sportfishing activities must be done under the supervision of an approved Missouri 4-H Sportfishing Leader. Receiving approval to serve as Sportfishing leader does not automatically qualify a volunteer to work with 4-H youth, the screening and orientation requirements must also be met. Work closely with the 4-H Youth Development staff person in each county to meet state and local guidelines for volunteer leaders.

**3) Youth Enrollment** – All youth must be properly enrolled as a Missouri 4-H member and the appropriate county/state/local membership dues paid. Each member should complete and have a parent signature on the 4-H Member Enrollment Form (Y630). This form must be on file at the county extension office.

### 4) Waiver of liability/Parental permission form (included)

All 4-H members enrolled in the Sportfishing projects/programs are to have parent or guardian read and sign a waiver before beginning actual fishing experiences within the project. The certified instructor must ascertain that all members have the forms signed before participation. Forms are to be turned into the Youth Specialist or YPA and kept in a permanent file in the Extension Center.

### 5) Health Statement – Parent Medical Consent form (included)

All 4-H Sportfishing member/parents are to complete and sign the standardized University of Missouri 4-H Youth Development Health Statement/Parent Consent Form prior to participation in the first fishing experiences. In the Activity blank, write 4-H Sportfishing. In the Date blank write current 4-H Year (Sept 1, 20\_\_ – Aug 31, 20\_\_). A photo copy of the form should be given to the 4-H Youth Specialist or YPA and kept on file in the Extension Center. ***The original is to be kept on hand at all Sportfishing events, activities, or meetings by the approved project leader.*** This form allows the 4-H volunteer to seek medical treatment for the youth – if required. The leader and all assistants should study the health statements and familiarize themselves with any medical needs or problems of the 4-H members. Discuss with the parents procedures that should be followed in the case of an incident.

### 6) Accident/medical insurance

County 4-H programs should have special accident/medical insurance coverage (\$1 per member per year) for all 4-H members. Check with local 4-H extension staff to verify the accident insurance coverage for your 4-H Sportfishing members. Volunteer leaders should know the policy number and procedures required. A copy of the policy should be kept with the Sportfishing leader in case needed.

**7) Emergency Plans** - Sportfishing volunteers should consider actions to take in case of an emergency.

Different sites may require different actions. Consider:

- Potential risks and procedures planned to reduce risk.
- Minor incidents/first aid – who treats or determines procedure – first aid kit
- Access to emergency services – telephone on site? -phone numbers to call? Have cell phone reception? Transportation? -location/directions to nearest medical facility – written directions to your location for emergency personnel-ETA
- Natural catastrophe procedure – fire, tornado, lightning, etc. What will you do?

**8) Incident Report** (included)

4-H Event/Activity Incident Report should be completed for any incident. Incidents include but are not limited to: illness, injuries, lost/stolen valuables, accidents, property damage, safety or rule violations. Other issues of concern may also merit an Incident Report. All incidents should be reported to the county Coordinator and Extension Youth Staff person in an appropriate time frame. The more serious the incident the more immediate the notification of extension personnel. All incidents should be reported within 3 days. The written report should be kept on file at the Extension Center. Extension staff should take appropriate action and advise the State 4-H Office and the University of Missouri, Department of Risk & Insurance Management as deemed fitting.

ATTACHMENTS/ENCLOSURES:

- **Sportfishing Leader Application & Curriculum Request**  
This officially starts the process. Include \$30 for the curriculum resources.
- **Memorandum of Understanding**  
Carefully read the memorandum. If you fully understand and accept your responsibility as a 4-H Sportfishing leader, then sign and return to Shannon White.
- **Sportfishing Leader Quiz**  
After receiving the curriculum, answer questions correctly and return to Shannon White. Return along with the MOA.
- **Waiver of Liability**  
Parents of 4-H members must read and sign. A form for each child must be on record before allowed to participate. Ask the local 4-H staff person to keep a permanent file of these. This form must be completed every year. Duplicate as needed.
- **Health Statement/Parental Consent**  
This form must be completed and signed by the parents of each 4-Her participating in the Sportfishing project. This form should always be with the volunteer leader at any 4-H Sportfishing event. This form should be completed every year. Duplicate as needed.

## **Procedure for 4-H Sportfishing Leader Approval**

Step 1: Complete the Sportfishing Leader Application and send it and \$30 fee to:

Shannon White  
1110 S. College Ave  
Columbia, MO 65211

Step 2: State 4-H Office will send you the Sportfishing Resource Manual

Step 3: Review Resource Manual.

Step 4: Complete the Leader Qualification Test,

Step 5: Sign the Memorandum of Agreement.

Step 6: Send test and agreement to Shannon White.

Step 7: Shannon will grade test (85% is passing).

Step 8: Shannon will sign the Memorandum of Agreement and return a copy for your records.

Step 9: Shannon will notify you and your local 4-H staff person will official letter of approval.



**Missouri 4-H  
Sportfishing Leader Application**



Name \_\_\_\_\_ County of 4H membership \_\_\_\_\_

Address \_\_\_\_\_ Phone No. \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

ETHNICITY: \_\_\_\_\_ Hispanic \_\_\_\_\_ Non-Hispanic

RACE (circle all that apply) White Black Alaskan/Native American Asian Hawaiian/Pac Island

*I have enclosed \$30. Please accept my application and send me the 4-H Sportfishing curriculum and resources.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Getting to Know You**

Fishing Experience

How many years of fishing experience? \_\_\_\_\_ Age when began fishing \_\_\_\_\_

What is the main kind of fishing you do? Describe: \_\_\_\_\_

Other kind of fishing you enjoy: \_\_\_\_\_

Type of fishing equipment used most often?

\_\_\_\_\_ spin-cast \_\_\_\_\_ spinning

\_\_\_\_\_ bait-cast \_\_\_\_\_ fly fishing

Do you routinely fish from a boat? \_\_\_\_\_ Do you own a fishing boat? \_\_\_\_\_

Do you travel out of state to fish? \_\_\_\_\_ Ever tournament fish? \_\_\_\_\_

What are some of the locations and species you have fished for? \_\_\_\_\_

What was your favorite or most memorable fishing experience? \_\_\_\_\_

**Make check payable to:** University of Missouri

**Send to:** Shannon White  
4-H Center for Youth Development  
1110 S. College Ave.  
Columbia, MO 65211

## 4-H SPORT FISHING LEADER'S QUALIFICATION QUIZ

(Complete after receiving the Sportfishing Resource Manual)

Complete the following quiz and return to Shannon White for authorization to serve as a 4-H Sport-Fishing volunteer.

Mail to: Shannon White  
1110 S. College Ave.  
Columbia, MO 65211

Your Name \_\_\_\_\_

1. What are the 4 educational content areas in the 4-H Sport Fishing program?  
(hint: the 4 chapters in the blue Sport Fishing manuals)

\_\_\_\_\_

\_\_\_\_\_

2. What are the mandated safety precautions that must be followed when fishing with 4-H members?

\_\_\_\_\_

\_\_\_\_\_

3. T F A Waiver of Liability/Parental Permission form is required to be signed and on file before a 4-H member may participate in the Sport Fishing project.

The Sport Fishing Helpers Guide has several activities that are excellent to use with youth in your fishing project. Answers to the following questions can be found in the Helper's Guide.

4. What kind of paint is used to paint jig heads?

\_\_\_\_\_

5. List the 5 worm rigs illustrated in the guide.

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6. Which one of the activities in the Helpers Guide most closely fit the Aquatic Education category?

\_\_\_\_\_



Answers to the following 2 questions can be found in any/all 3 of the CCS Sport Fishing member manuals (Levels 1, 2, 3)

7 List 2 of the knots in the manuals that you can and have tied.

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8. What are the 7 questions to ask one's self that will help you determine if your action is ethical? (Sportfishing Ethical Compass)

9. Level 1 – Take the Bait. Match the picture of the tackle with it's correct name and description. Answer below.

Picture	Name	Description (use the letter)
a.	_____	_____
b.	_____	_____
c.	_____	_____
d.	_____	_____
e.	_____	_____
f.	_____	_____
g.	_____	_____
h.	_____	_____
i.	_____	_____
j.	_____	_____
k.	_____	_____
l.	_____	_____
m.	_____	_____

10. Level 2 – Reel in the Fun - What are the 3 most popular methods of cooking fish?

\_\_\_\_\_

11. Level 2 – Reel in the Fun - What 4 senses do fish possess?

\_\_\_\_\_

\_\_\_\_\_

12. Level 3 – Cast Into the Future  
What are some items that a fisherperson may want to include in a field journal?  
(list at least 5)

13. MDC Basic Fishing – What are the 5 categories of “natural bait” discussed?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

14. In the Sportfishing Extra section there are several fact sheets and activities of supplemental information. List 2 that you would most likely use in your local 4-H fishing program:

\_\_\_\_\_

\_\_\_\_\_

**MEMORANDUM of AGREEMENT**  
Missouri 4-H Sportfishing Volunteer Leadership

**The volunteer leader agrees to:**

- Complete all Missouri 4-H volunteer requirements including the annual screening and the Volunteer Orientation.
- Use the 4-H CCS Sportfishing curriculum and supplement with the Sportfishing Leaders Resource Notebook
- Conduct at least 1 learning activity from each of the four (4) content areas - in addition to taking the youth fishing.
  - Angling Skills
  - Tackle Craft
  - Aquatic Ecology
  - People & Fish
- Take project members fishing at least 2 times during the program year (more preferred).
- Follow Missouri 4-H Sportfishing risk management procedures

If the volunteer fulfills his/her obligations as indicated above, then **Missouri 4-H agrees to:**

- Grant temporary approval for volunteer to serve as 4-H Sportfishing project leader.
- Provide curriculum and teaching resource materials.
- Grant full volunteer privileges and benefits as extended to all 4-H volunteers by the Missouri 4-H Program and the University of Missouri, including liability insurance.

\_\_\_\_\_  
Volunteer name ( print)

\_\_\_\_\_  
Volunteer signature Date

\_\_\_\_\_  
Signature -Missouri 4-H State Specialist Date

\_\_\_\_\_  
Title

Please sign and return to:  
Shannon White  
4-H Center for Youth Development  
1110 S. College Ave.  
Columbia, MO 65211



Photocopy of signed form will be returned to volunteer.

**MISSOURI 4-H SPORTFISHING  
PARENTAL PERMISSION  
Waiver of Liability**

**We, the parents(legal guardians) of \_\_\_\_\_ , grant permission for his/her participation in the 4-H SportFishing Program; and approve of the use of all manner of fishing and related equipment including single hooks, multiple hooks, rods, reels, boats, canoes, waders, live bait, knives, outboard and electric motors, fuel, propellers, while participating under the supervision of an approved 4-H SportFishing leader.**

**I understand that fishing includes potentially hazardous activities and certain risks are involved with this activity. These potential hazards may include but is not limited to: drowning, wounds, burns, cuts, hooks in the flesh, and can result in minor or severe injury, paralysis, loss of vision, limb, or life. I agree that participation in this activity is entirely voluntary and agree that I will not hold the 4-H project leaders/coaches, County Extension Council, 4-H Council, State 4-H staff, local extension staff, MUExtension, or the Curators of the University of Missouri liable for any accidents and injuries.**

**I also understand that participants are expected to follow safety procedures and ethical practices; and that our child(ward) may be immediately expelled, without recourse, from the program as a result of horseplay, inattentiveness, inappropriate conduct, violation of safety rules, unethical behavior, or failure to follow the directions of the supervising adult leader.**

**Signed \_\_\_\_\_ Date \_\_\_\_\_**

**Signed \_\_\_\_\_ Date \_\_\_\_\_**