

I. The 1949 Supervisory Activities and Results.

North Carolina has 299,338 farm families. The one hundred counties in the State, extending from the great Smoky Mountains in the West to the Atlantic Ocean in the East, vary in their opportunities and advantages. Its people have the advantages of a varied climate, soil, altitude and industry.

The organization is challenged by a people who are proud of their heritage and who want advancement for their State through the development of its natural resources, the industrialized section and the tourist area.

Home demonstration and 4-H Club work is organized in each of the one hundred counties in the State. There are 1,731 home demonstration clubs with a membership of 43,432 and 1,471 4-H Clubs with a membership of 45,278 girls.

The work of 179 home demonstration agents and assistants was reinforced and strengthened by the assistance of 20,464 local leaders and 3,291 4-H leaders. These leaders were trained by the home demonstration agents for specific work during the year. The project leaders held 5,875 meetings with an attendance of 130,686 and 4-H leaders held 1,484 meetings with an attendance of 33,499.

Through the use of local leaders, home demonstration and 4-H Club work has been extended and more rural women and girls have had timely and factual homemaking information for immediate use in their homes.

A. Assigned Administrative Responsibilities.

Financial relations with counties - Maintenance and increase of Staff.

It is the responsibility of the District Farm and Home Agents to obtain salary adjustments from the counties within their respective districts, after they have conferred with the Assistant Director and the State Home Demonstration Agent.

The District Agents confer with the Assistant Director and the State Home Demonstration Agent concerning financial conditions in the districts. After they agree upon adjustments to be made in salaries of the workers, it is their responsibility to obtain adjustments from the counties, as will make for a more effective educational program. Financing the Extension program is a cooperating enterprise. The District Agents meet with the County Extension Staff to discuss salary adjustments and later with the County Board of Commissioners. In some cases, it is necessary to go to a county several times for individual conference with leaders and commissioners regarding personnel and necessary funds for office.

It is a challenge to District Agents to help county budgets in satisfactory condition. Requests for increases in salaries are made of counties in proportion to their tax valuation. Those with a valuation of twenty million dollars or more are expected to pay 50% of salaries. If the valuation is smaller, the counties are requested to appropriate in proportion. In the majority of the counties, the commissioners have been understanding concerning the program and have cooperated with state funds in making adjustments in salaries in the lowest bracket. Eleven counties in the State would have made appropriations for Assistant Home Agents this year, but there were no funds on the State level for this purpose.

1. Improved Working Conditions

In a large organization it is important to have something to provide an incentive for doing efficient work and to improve morale. The State Legislature gave a salary increase of twenty percent and approved seven cents per mile for travel. Some of the counties matched the twenty percent increase.

2. Retirement

The privilege of being eligible for retirement has been a morale builder. The Agents have fifteen days of annual leave and ten days sick leave per year. Three extra days have been given for vacation. The seventy-seven Assistant Home Agents in seventy-seven counties have strengthened and broadened the Extension program throughout the State. We are in need of funds now to employ more Assistant Agents. Twenty-five counties are now ready with funds.

3. Demonstration Laboratories

In many counties the Commissioners have been very cooperative in providing demonstration laboratories and equipment which make it possible to have more effective training of leaders and successful meetings. The work of Home Demonstration Agents is also strengthened by adequate and capable office assistance. In one-half of the one hundred counties in the State, Home Demonstration Agents have their own secretaries, and in the other counties one secretary serves both Home Agents and Farm Agents.

Members of the field staff are promoted to better positions in the counties and to the State Staff, retirement benefits, leave and improved office facilities are incentives to better work, but

we need more personnel on the State and field staffs and more salary adjustments if we continue our position of leadership for the rural people of the State.

B. Supervisory responsibilities.

1. Integration of specialists activities.

District Agents and Specialists work in close cooperation in developing and executing county programs of work with Home Agents and Club Women. Together they analyze county, state, and national problems and present findings to Home Agents and Club Women to use in developing a county plan of work.

By means of conferences with Home Agents and Club Women, observation visits in counties, meetings, reports and census data, the district agents keep informed as to the problems, needs, and interests of the people in the counties and state. This information is discussed with the specialists individually or as a group. The specialists in turn are alert to observe problems and needs of both agents and county people when working in a county. The specialists discuss the problems as they see them with the District Agents.

When the county annual plans of work are completed the District Agent and Specialists analyze them and when the needs of counties are similar, Agents Training Schools are arranged by the District Agents. Specialists then give the subject matter training to the county Home Agents in the subject which they are to give to the clubs within their counties.

The District Agents and Specialists work together in determining the method or methods to be used in assisting Home Agents in groups or individually with specific needs in a county or area within a district. Specialists and District Agents occasionally visit a county together to work on certain problems.

2. Coordination of:

(a) Specialists' and supervisory activities

Once a month the State Home Agent has a conference with the District Agents and Specialists to discuss the work of the past month and make plans for the coming month and emergency problems that might have arisen. It is through these meetings and individual conferences that the State Staff keeps informed of the progress being made in the entire Home Demonstration program for the State.

In 1949 the district agents met with county council members and discussed with them the procedure to be followed in developing the 1950 Plan of Work. At this meeting subject matter trends as outlined by the specialists was also presented. At June and July Club Meetings the club women discussed their problems and needs and made recommendations for the 1950 program of work. Club officers were asked to serve as the local program planning committee and with the assistance of 4-H club members and other community leaders to determine the local situation and problems and to review the program recommendations made by the club members. A statement of the situation, the problems, and program recommendations from each club were mailed to the county council president. A county committee appointed by the council president reviewed the information from each club and analyzed information secured by committee members in conferences with directors of county agencies, to develop a county wide program to submit to the council for approval.

Twelve meetings in the state were arranged by the supervisors to give the specialists and agents an opportunity to discuss trends in the respective subject matter fields and to discuss the county Home Demonstration and 4-H programs for the coming year. At these meetings the agents and

specialists discussed county problems, objectives, and goals.

(b) Adult, Older Youth, and 4-H Work

The adult, older youth and 4-H work programs are coordinated as much as possible. We have found it very effective to have mothers and daughters working on common interests. Coordinated programs provide more than one channel by which needed information can be carried into the homes. In 1949 we have been fortunate in having four field workers in our 4-H Club Office. These Field Workers are assigned twenty-five counties each. The District Agents work in close cooperation with the 4-H Specialists in her respective territory in planning and executing the 4-H Program.

(c) Negro and White

The Negro supervisory staff and county agents meet with the white supervisory staff and county agents in the annual extension conference. The monthly staff conferences are joint meetings of white and Negro supervisors and specialists. The State Home Demonstration Agent or her assistant and head specialists attend the Negro Program Planning meetings. Upon request the white specialists assist with the Negro programs being carried out in the counties.

C. Other Responsibilities of the State Home Agents and District Agents.

State Agents and Supervisors take part in and appear on programs for organizations as the State Home Economics Association, Woman's Clubs, Business Women's Clubs, and other groups where it would be to the advantage of the community and the Extension Division for them to appear.

1. State Health Department

The State Home Agents and District Agents have cooperated with the State and County Health Departments in an educational program

which has made the people of North Carolina aware of existing health problems and how they can share in solving them.

2. Nutrition Committee

Cooperation is given the State Nutrition Committee in keeping people in the counties informed in regard to health and food situations within their respective areas, the state, nation, and world.

3. North Carolina Federation of Home Demonstration Clubs.

The Assistant State Home demonstration Agent serves as advisor to the 41,426 Home Demonstration Club members in North Carolina who are organized under the State Federation of Home Demonstration Clubs.

Duties this year for ^{the Asst. State} ~~this District~~ Agent have been to:

- a. Work with the State Executive Board and Committees.
- b. Edit and distribute with a committee the quarterly newspaper for Federation—4200 copies have been sent to leaders and officers.
- c. Revise with aid of committee the Home Demonstration Year Book, of which 36,000 copies were printed; and the Negro Year Book, of which 11,000 copies were printed for the Negro Home Demonstration Club Members.
- d. Advising the Jane S. McKimmon Loan Fund Chairman and Treasurer in administering the fund in assisting worthy girls to attend college, who were interested in Home Economics courses. Eighty-two girls have received assistance from this source in the past sixteen years. Fourteen students are receiving help this year for their expenses in college.
- e. Making arrangements and accompanying nineteen delegates to attend the meeting of the National Home Demonstration Council in Colorado Springs, Colorado.

4. State Fair

The State Home Agents, District Agents, and specialists spent an average of two to three weeks working in cooperation with the State Fair Association. Educational exhibits were on display in the main exhibit hall. This cooperation provides an opportunity to exhibit work done in the counties and serves as a method to reach people with an educational program who are not contacted through club or county meetings.

5. North Carolina Recreation Commission

The State Home Demonstration Agents and District Agents have cooperated with the North Carolina Recreation Commission in promoting better recreation for rural families. The State Agent is a member of the Consultant Group of the Commission, and meets regularly with the organization to report accomplishments and plan for future work.

The field representative from the Recreation Commission has met with various county groups in the districts and had charge of the recreational part of the program at Achievement Day meetings.

6. North Carolina Library Commission

The State Home Agents and District Agents cooperate with the Staff of the State Library Commission in promoting and executing a "Reading Project" for Club Women in North Carolina. A reading list of recommended books is made up each year and the requirements for the project are outlined. A reading certificate is given the women who read and review three books, one being non-fiction; and advanced recognition is given the women who read and review five books, four of these being non-fiction.

In 1949 sixty-nine counties participated in the project and 2043 reading certificates were awarded to club members and advanced recognition seals were awarded to 367 club members.