

4-H VOLUNTEER APPLICATION
(to be completed by potential volunteers in youth program)



Volunteers who want to work with youth must complete this application. Consideration as a Purdue University Cooperative Extension Service volunteer is contingent on return of this form to your county Extension office and clearance through the Indiana Criminal Justice Institute and recommendation of approval by the 4-H Youth Educator.

I. GENERAL INFORMATION

Name: _____
(last) (first) (middle)

Former or other names: _____

Address: _____
(St., RR, Rd., Box, Apt.) (city) (zip)

How long have you lived at this address? _____ years Gender: _____ Male _____ Female

Telephone: _____
(home) (work)

E-mail address: (please print clearly) _____

Please indicate your education, experience, talents, interests, and skills that might be related to the 4-H program

Do you have previous 4-H experience as a member or volunteer? Please describe _____

List previous *volunteer* experience. Identify work with youth and community groups (current or most recent experience first). You may attach additional pages.

Organization	Volunteer Role	City/State	Years
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

II. VOLUNTEER INTEREST:

Why are you interested in a volunteer position in Extension youth programs?

Do you prefer to work directly with: _____ youth _____ adults _____ both

If you prefer to work directly with youth, what grade level(s) do you prefer? _____ Grades K-2 _____ Grades 3-6
_____ Grades 7-12 _____ no preference

Are you applying to be a volunteer with a new club? _____ Yes _____ No

Are you applying to help with an existing club? _____ Yes _____ No

Name of club: _____

III. PERSONAL REFERENCES: (Local Extension staff may not serve as references)

List three persons **not related** to you who know about your qualifications for working as a volunteer in a youth organization. If you have previous experience as a volunteer, one reference should be from that organization. You may include business associates, employees or social friends. **Include complete addresses and phone numbers.**

Name _____ Home Phone _____ Work Phone _____
Address _____
St, RR, Box, Apt # _____ City _____ State _____ Zip _____
How do you know this person? _____

Name _____ Home Phone _____ Work Phone _____
Address _____
St, RR, Box, Apt # _____ City _____ State _____ Zip _____
How do you know this person? _____

Name _____ Home Phone _____ Work Phone _____
Address _____
St, RR, Box, Apt # _____ City _____ State _____ Zip _____
How do you know this person? _____

IV. VERIFICATION:

Have you been convicted of a crime (excluding minor traffic violations)? _____ Yes _____ No

If yes, give date, nature of offense and disposition.

PLEASE NOTE: A criminal record will not necessarily disqualify an applicant. A criminal record will be considered as it relates to specifics of the position.

I certify that the above information is correct. I authorize the contact of the references listed above. I understand background checks will be conducted. I authorize the Purdue University Cooperative Extension Service to contact the Indiana Criminal Justice Institute to conduct a search of the Sex and Violent Offender Registry to release any information on the Registry to the Purdue University Cooperative Extension Service. **I understand the misrepresentation or omission of facts requested is just cause for non-appointment as a Purdue University Cooperative Extension Service youth program volunteer.**

If accepted as a volunteer, I agree to respect, adhere to, and enforce the rules, policies, and guidelines established by the Purdue University Cooperative Extension Service including all laws related to child abuse and substance abuse. I recognize that the 4-H Youth Development Program is part of the Purdue Cooperative Extension Service, in which the United States Department of Agriculture, Purdue University, and all Indiana counties share. As a volunteer, I am committing to involve individuals regardless of race, color, sex, religion, national origin, age, marital status, parental status, sexual orientation, or disability in educational experiences in cooperation with other Extension volunteers and Extension personnel.

Volunteer signature: _____ Date: _____

Please return the application at your earliest convenience. Contact us if you have any questions or wish further information.

V. CONSENT FOR 4-H YOUTH DEVELOPMENT VOLUNTEER BACKGROUND CHECK:

Date of Birth _____ Alias/Maiden Name _____
Month Day Year

Social Security Number _____ - _____ - _____

Your social security number is requested on this form to facilitate record keeping and to minimize effort and errors in reference to other records which require the use of the social security number. You have the right to refuse to provide your social security number on this form without penalty or to request it be removed at any time.

PLEASE NOTE: A criminal record will not necessarily disqualify an applicant. A criminal record will be considered as it relates to specifics of the position.

I certify that the above information is correct. I authorize the contact of the references listed above. I understand background checks will be conducted. I authorize the Purdue University Cooperative Extension Service to contact the Indiana Criminal Justice Institute to conduct a search of the Sex and Violent Offender Registry to release any information on the Registry to the Purdue University Cooperative Extension Service. I understand the misrepresentation or omission of facts requested is just cause for non-appointment as a Purdue University Cooperative Extension Service youth program volunteer.

Volunteer signature: _____

Date: _____

Contact us if you have any questions or wish further information. Thank you!

It is the policy of the Purdue University Cooperative Extension Service, David C. Petritz, Director, that all persons shall have equal opportunity and access to the programs and facilities without regard to race, color, sex, religion, national origin, age, marital status, parental status, sexual orientation, or disability.

Purdue University is an Affirmative Action employer. This material may be available in alternative formats.

1-888-EXT-INFO

<http://www.agcom.purdue.edu/AgCom/Pubs/menu.htm>

Adult Behavioral Expectations

To Promote the Well-Being of Youth for Faculty, Extension Educators, Staff and Volunteers Who Work with 4-H Youth Development Programs in Indiana

*“Those who believe in and work with youth
have confidence in our future.”*

These Adult Behavioral Expectations give faculty, educators, staff and volunteers the opportunity to reaffirm their commitment and dedication to the well-being of young people. When all faculty, educators, staff and volunteers sign a copy of this document, individuals are making a collective statement that youth in the 4-H Youth Development Program are being treated with respect, dignity, and attention to individual needs. The faculty, educators, staff and volunteers who work with the 4-H Youth Development Program in Indiana are proud of the quality educational programs provided to youth of this state and to their personal commitment to nurture the positive growth and development of youth.

In my role as a 4-H Youth Development Program faculty, educator, staff, or volunteer I will:

- Respect, adhere to, and enforce the rules, policies, and guidelines established by the Purdue University Cooperative Extension Service including all laws related to child abuse and substance abuse.
- Conduct myself in a courteous, respectful manner, exhibit good sportsmanship, and demonstrate reasonable conflict management skills.
- Be truthful and forthright when representing the 4-H Youth Development Program.
- Under no circumstances allow, consume, or be under the influence of alcohol or illegal drugs at 4-H Youth Development Program events or activities.
- Recognize that verbal or physical abuse, failure to comply with equal opportunity and anti-discrimination laws, or committing criminal acts are not acceptable practices in 4-H Youth Development Programs.
- Accept my responsibility to represent 4-H Youth Development Programs with dignity and pride by being a positive role model for youth.
- Accept supervision and support from salaried Extension staff or designated management volunteers.
- Participate in orientation and training, which includes youth protection standards, sponsored by the Purdue Cooperative Extension Service.
- Operate machinery, vehicles, and other equipment in a safe and responsible manner when working with youth participating in 4-H Youth Development Programs.
- Treat animals in a humane manner and teach program participants appropriate animal care and management.
- Use technology in an appropriate manner that reflects the best practices in youth development.

- Accept my responsibility to promote and support the 4-H Youth Development Program in order to develop an effective county, state, and national program.

I have been given the opportunity to review these expectations and the opportunity to ask questions, and any questions have been answered to my satisfaction. By signing below, I acknowledge that I have read and agree to abide by the behavioral expectations in this document. I understand that my failure to comply with these expectations may result in disciplinary action or termination as a faculty member, educator, staff, or volunteer of the Indiana 4-H Youth Development Program.

Print Name

Date

Signature

Date

Educator Signature

Date

A signed copy of the Adult Behavioral Expectations for each faculty, educator, staff, and volunteer in 4-H Youth Extension programs will be on file in the respective administrative office after January 1, 1992.

These Behavioral Expectations and related policies have been developed by faculty, educators, staff, and volunteers to strengthen the work of those who believe in the 4-H Youth Development Program.

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2007-08 CONSENT, RELEASE, HOLD HARMLESS AND AUTHORIZATION TO REPRODUCE PHYSICAL LIKENESS

Program: FRC____ FTC____ FLL____ JFLL____ Event(s):_____ Team#_____

Role: Mentor Team Leader Student Participant Volunteer

This is a Consent and Release of Rights in favor of the United States Foundation For the Inspiration and Recognition of Science and Technology, and its officers, directors, employees, and assigns ("FIRST"), as well as entities designated and approved to assist FIRST in managing, contracting, sponsoring, hosting, conducting, evaluating or publicizing (including individuals and entities working with FIRST in print, publication, television, broadcast or video media) FIRST's programs ("FIRST's Cooperating Entities") including any and all FIRST Place, the FIRSTLEGO® League ("FLL"), Junior FIRSTLEGO League ("JFLL") FIRSTTech Challenge ("FTC"), and FIRST Robotics Competition ("FRC") Events (the "FIRST Events"). As used below, "Participant" shall mean any individual, student, mentor, teacher, or volunteer involved in a FIRST event. In consideration of the acceptance of my participation in one or more FIRST Events, I agree to the following:

I hereby grant to FIRST, to FIRST's Cooperating Entities, and to the press and media admitted into FIRST Events the right to photograph, videotape, or otherwise digitally collect my likeness, voice and sounds (as "Works") during my participation at the FIRST Event(s). I further acknowledge the Works by FIRST and the FIRST's Cooperating Entities to be works made for hire, and otherwise irrevocably assign and grant to FIRST and to FIRST's Cooperating Entities all rights in these Works and the right to use or sublicense these Works and my name, likeness and biography, in FIRST's discretion, in all media and in all forms and for all purposes, including without limitation, advertising and other promotions for FIRST or the FIRST's Cooperating Entities, without any further consideration to me or any limitation whatsoever. It is a FIRST policy not to print a minor's name with his/her picture without specific permission from his/her parent or guardian.

There are risks inherent in participating in FIRST Events, including the risks inherent in the construction of robots and LEGO structures, as well as in working with electrical connections, traveling to and from events, and participating in public competitions. These risks include the risk of bodily harm (including without limitation, death) and property damage. Being fully cognizant of the risks in participating in an Event, I hereby assume those risks. **Except to the extent due to the gross negligence or willful misconduct of FIRST or FIRST's Cooperating Entities, to the fullest extent permitted by applicable laws, I HEREBY WAIVE ANY CLAIMS OR CAUSES OF ACTION which I may now or hereafter have against FIRST and FIRST's Cooperating Entities arising out of my participation in any FIRST Event, and I will indemnify and hold harmless FIRST and FIRST's Cooperating Entities against any and all claims resulting from such participation.**

I HEREBY RELEASE FIRST and FIRST's Cooperating Entities and their respective successors, affiliates, licensees and assigns from all claims, demands, liabilities, damages, costs and expenses attorneys' fees, other professional fees and expenses, and any claims including, without limitation, claims for compensation, defamation, or invasion of privacy, or other infringements or violations of personal or property rights of any sort whatsoever that I may now or hereafter have against FIRST and FIRST's Cooperating Entities arising in connection with my participation in any FIRST Event.

In the event I should sustain injuries or illness while involved in an FIRST Event, I hereby authorize FIRST and FIRST's Cooperating Entities to administer, or cause to be administered, such first aid or other treatment and medications I may bring as may be necessary under the circumstances, to include treatment by a physician or hospital of FIRST's or FIRST's Cooperating Entities' choice.

This Release shall be binding upon my heirs, personal representatives and assigns, and me and shall be governed by and construed under the laws of the State of New Hampshire, which shall be the venue for any legal action. This Release constitutes the entire agreement among the parties hereto with respect to the subject matter of this Release and supersedes any and all previous agreements among the parties, whether written or oral, with respect to such subject matter.

FIRST strongly believes in confidentiality of all contact information. FIRST promises that it will not rent, sell or distribute this contact information to any organization other than those directly involved in the operation and support of FIRST programs. FIRST will be using the personal contact information provided here as part of its participant database and to contact the FIRST participant and/or the participant's guardian as part of its research, program evaluation, or alumni outreach efforts, or other related outreach activities as they may occur.

Unless I check this box to remove my consent, I hereby grant to FIRST the right to use the personal contact information provided here for FIRST's research, program evaluation, alumni efforts and/or other outreach activities.

I understand that this form involves a release of legal rights.

Participant Name [Print Clearly] _____ Participant Signature _____ Date _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: Home () _____ Email address: _____

Gender: _____(M) _____(F) Date of Birth: Month: ___ Date:___ Year: ____

Race (optional) [Please check one]: African-American Asian/Pacific Islander Native American/Alaskan White Multiple races

Ethnicity (optional): Hispanic Non-Hispanic

For Participants under the age of eighteen (18) years listed above: I hereby consent and agree to the above on Page 1 (one) as the Parent/Legal Guardian of _____ (minor's name), in which case "I", "me" and "my" as used herein shall refer to said minor.

Parent or Legal Guardian Signature _____

Print Parent or Guardian Name _____

Huntington County 4-H Program

for Program Reporting Purposes only:

Please indicate your best answer to the following statements.

Return to the Purdue Extension Office – Huntington County, 354 N Jefferson – Suite 202, Huntington IN 46750.

Name: _____ Youth Adult

Mailing Address: _____ Zip _____

Do you consider yourself Hispanic? Yes No

Do you consider yourself? (Check all that apply)

Only:

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or other Pacific Island

Other:

- White and Black or African American
- White and American Indian or Alaska Native
- Black and American or Alaska Native
- White and Asian
- All Others



4-H Project Volunteer

VOLUNTEER POSITION DESCRIPTION

Purdue Cooperative Extension Service
Huntington County 4-H Program

POSITION TITLE:

- 4-H Project Volunteer

PURPOSE:

- Serve as a liaison between the County Extension Office/county 4-H professional and 4-H members, their parents and other volunteers regarding 4-H club programs.
- Support 4-H professionals, volunteers and members in conducting meaningful educational experiences to help youth grow and reach their potential.
- Inform and encourage members, parents, and other volunteers to actively participate in appropriate 4-H opportunities.

RESPONSIBILITIES:

- Be committed and dedicated to young people, their growth in all areas, and sensitive to their abilities and needs.
- Assist club members in all 4-H project-related areas.
- Praise and support youth for the progress they make.
- Encourage parents to support their child's project work, but not to do the work for them.
- Coordinate and conduct educational project activities related to assigned project area (i.e., project meetings/work sessions, demonstrations/talks by members, leaders or others related to project area, educational tours to expand project knowledge, etc.).
- Assist members who wish to exhibit project at the county fair by information them of exhibit requirements and dates, classes and rules, proper preparations of exhibit items.
- Encourage parents to be involved through project assistance, cooperation, support and attendance at 4-H activities.
- Be a positive model for youth and families in all matters, including a demonstration of sportsmanship at all times.
- Conduct yourself in an appropriate manner to serve as a positive role model for youth (refrain from profanity, disrespectful conduct, and the use of alcohol or tobacco in front of youth).
- Keep your commitments and impress upon 4-H members and parents the importance of reliability, honesty and integrity.
- Teach and model fair-mindedness by being open to ideas, suggestions and opinions of parents and other persons. Make all decisions fairly and treat all participants with impartiality.
- Participate in volunteer development trainings/opportunities each year.
- Learn and follow all 4-H guidelines and policies of the Purdue University Extension, Indiana 4-H Program and Huntington County 4-H Program.

QUALIFICATIONS:

- Must undergo the Purdue University 4-H volunteer application and screening process and be accepted as a volunteer.
- To treat all people with respect and courtesy all the time and require the same of 4-H youth and parents.

- Respect all youth and families as individuals recognizing and appreciating their diversity in skills, knowledge, gender, ethnicity and race. Never permit statements or acts of prejudice.
- A sincere interest in working with 4-H members in project area.
- A sincere interest in teaching and sharing knowledge and skills with youth and adults in an educational setting.
- The ability to organize information and materials and delegate responsibility.
- The ability to work and communicate effectively in both verbal and written form.
- The ability to motivate parents and other volunteers to assume leadership positions.
- A sincere interest in working with other volunteers and professional staff in an educational setting.
- A willingness to become familiar with and work within the philosophy and guidelines of the Purdue University Extension, State 4-H Program and the Huntington County 4-H Program.

RESOURCES AVAILABLE:

Purdue University Extension agrees to:

- Provide training opportunities that will help the volunteer meet the needs of members, leaders, and parents.
- Provide appropriate manuals, pamphlets, audio-visual aids, newsletters and other resource materials
- Have professional available to listen to leaders' ideas to help improve the 4-H program.
- Provide appropriate recognition and awards to volunteers.

CONTACT PERSON:

- Linda R. Aldridge, Extension Educator, 4-H Youth Development
Purdue Extension Service – Huntington County Office
354 N Jefferson – Suite 202
Huntington, Indiana 46750
Phone: (260) 358-4826
Email: laldrig@purdue.edu

LOCATION:

- To provide support to 4-H project members in Huntington County.

SALARY:

- Unsalaries; Volunteer.

Signature of Volunteer

Date

Signature of Extension Professional

Date