

4-H Volunteer Agreement

Signed Form is
Required YEARLY



Montana State University Extension: 4-H Youth Development

Last Name _____ First Name _____ Middle _____

The mission of Montana 4-H is to educate youth and adults for living in a global and ever changing world by using the resources of Land-Grant Universities and the U.S. Department of Agriculture. It strives to create environments in which young people are valued, contributing members of their community. Volunteers are one key to fulfilling this mission.

4-H VOLUNTEER STANDARDS OF BEHAVIOR

These standards outline Montana 4-H Youth Program expectations of all those who work with youth. It represents a code of ethics which all volunteers must observe.

1. Work cooperatively with youth, families, volunteers, Montana State Extension Service faculty and staff and others in a courteous, respectful manner demonstrating behaviors appropriate for a positive role model for youth.
2. Make all reasonable effort to ensure equal access to participation for all youth and adults, regardless of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital and family status.
3. Provide a safe environment; do not harm youth or adults in any way, whether through sexual harassment, physical force, verbal or mental abuse, neglect or other harmful experiences.
4. Do not use alcohol or illegal substances while working with or responsible for youth, nor allow youth under supervision to do so.
5. Obey the laws of the locality, state and nation.
6. Strive to be a positive role model. By example, help individuals learn to respect and cooperate with others. Teach others to compete with honesty and fair play.
7. Notify Extension staff promptly of any incident that may violate MSU Extension policies.
8. Inform County 4-H Staff of any personal arrests or charges of criminal activity.
9. Accept supervision and support from County 4-H Staff while involved in the Montana 4-H program.

CHILD ABUSE & NEGLECT GUIDELINES

As a volunteer of a youth serving organization, it is extremely important to be aware of your responsibility for child safety. Even though you are not required by law as a 4-H volunteer to report child abuse, it is important to insure that youth are in a safe environment and to report anything that is a risk to a child's welfare or suspected abuse.

Child Abuse is the injury, sexual abuse, negligent treatment, emotional abuse or maltreatment of a child. Different types of abuse include:

- Physical Abuse: Intentional physical injury to a child.
- Sexual Abuse: An act of sexual nature performed to gratify sexual desire.
- Neglect: An act or omission that constitutes a clear and present danger to a child's health, welfare and/or safety.
- Emotional Abuse: Verbal or nonverbal violence towards a child on a consistent basis.

CONTINUED CHILD ABUSE & NEGLECT GUIDELINES

It is not the responsibility of a 4-H volunteer to determine whether or not a child is abused. This is the responsibility of Child Protective Services and/or law enforcement. However, *it is the responsibility of a 4-H volunteer to report suspected abuse to Extension faculty or staff or the proper authorities.* The following is a list of common signs of abuse. This list is not exhaustive nor is the presence of one or more indicators proof that abuse is taking place.

- Unexplained or suspicious injuries such as bruises, cuts or burns particularly if on a part of the body that is not prone to such injuries.
- An injury for which explanation is inconsistent.
- Unexplained changes in behavior such as becoming withdrawn, destructive habits, constant fatigue, depression, etc.
- Sexual awareness inappropriate for an age.
- Becoming increasingly dirty or unkempt.

Long-term abuse has been shown to have lasting effect on youth into adulthood physically and/or emotionally. As a 4-H volunteer, you have the opportunity to build trusting relationships with youth and make a positive difference in their lives. If you have further questions, regarding how or when to report suspected child abuse, contact your County Extension Office.

MONTANA 4-H VOLUNTEER AGREEMENT

Volunteers are asked to carefully consider the following expectations.

VOLUNTEER AGREES TO:

- Enroll as a volunteer.
- Support and abide by the Montana 4-H Volunteer Standards of Behavior and Child Abuse & Neglect Guidelines.
- Be supportive of 4-H programs, youth, other adults and staff members.
- Participate in meetings and volunteer trainings as appropriate to duties.
- Provide a safe, positive environment for youth and adults to grow, learn and develop.
- Inform youth and adults of events, activities and program opportunities.

Volunteers accepted and agreeing to serve can expect the following from MSU Extension.

MSU EXTENSION AGREES TO:

- Orient volunteers to the 4-H mission, program expectations and expectations of the position.
- Provide overall direction for the 4-H program.
- Provide assistance, support and encouragement.
- Provide educational programs and materials to develop volunteer's understanding and competency to fulfill assignments.
- Provide instructional materials and resources to be used in educational programs.
- Inform volunteers of events, activities and program opportunities.

I have read and understand the Montana 4-H Volunteer Agreement, Child Abuse & Neglect Guidelines and Standards of Behavior. I agree to abide by this policy and will work to fulfill my commitment as a 4-H volunteer. I understand and agree that failure to comply with these standards of behavior and this agreement is grounds for suspension and/or termination of my volunteer status with the MSU Extension 4-H Youth Development program.

Volunteer Signature _____ Date _____

MSU Rep Signature _____ Date _____

4-H Volunteer Disclosure and Consent

Disclosure and Consent Concerning Consumer and Investigative Consumer Reports

*Signed Form
is Required
with Volunteer
Application*



Montana State University Extension: 4-H Youth Development

This form, which you should read carefully, has been provided to you because the Montana 4-H Center for Youth Development (Montana 4-H Center) may request Consumer Reports and/or Investigative Consumer Reports from a consumer reporting agency. The Montana 4-H Center will use any such report(s) solely for volunteer-related purposes.

Consumer Reports or Investigative Consumer Reports will be obtained from HireRight, Inc., ("HireRight") located at 5151 California, Irvine, CA 92617. They can be contacted at 800-400-2761. Any such reports may contain information bearing on your character, general reputation, personal characteristics. The types of information that may be obtained include, but are not limited to: social security number, criminal records checks, public court records checks, including civil, and driving records. The information contained in these reports may be obtained by HireRight from private or public record sources.

You may download a copy of the "Summary of Your Rights Under the Fair Credit Reporting Act" prepared pursuant to 15 U.S.C. section 1681(g)(c) from the Montana 4-H website at www.montana4h.org. You have the right to request additional disclosures of the nature and scope of the investigation and a statement of your rights by contacting HireRight.

CONSENT

I have carefully read and understand this Disclosure and Consent form and, by my signature below, consent to the release of consumer and/or investigative consumer reports, as defined above, to the Montana 4-H Center in conjunction with my volunteer application. I further understand that any and all information contained in my volunteer application or otherwise disclosed to the Montana 4-H Center by me before, during or after my volunteer service, if any, may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by the Montana 4-H Center. I understand that if the Montana 4-H Center approves me to serve as a volunteer, it may request a consumer report and/or an investigative consumer report about me, as defined above, for volunteer-related purposes during the course of my service. I understand that my consent will apply throughout my volunteer service, to the extent permitted by law, unless I revoke or cancel my consent by sending a signed letter or statement to the Montana 4-H Center at any time. This Disclosure and Consent form, in original, faxed, photocopied or electronic form, will be valid for any reports that may be requested by the Montana 4-H Center.

Signature _____ Date _____

Last Name _____ First _____ Middle _____

Present Address _____

City/State/Zip _____

Social Security # _____ Date of Birth (ID purposes only) _____

Volunteer- Enrollment Form

4-H Year: 2013-2014

4-H Adult Volunteers must also complete the 4-H Volunteer Screening paperwork.

County: Stillwater

Family Last Name: _____
(this name will be used on mailing labels)

Family Phone: _____

Family Email: _____ Club: _____

Preferred Correspondence Method: Postal Mail Email



Volunteer Information * indicates required fields

* First Name	Middle Name
* Last Name	Volunteer Email
* Mailing Address	* City
* State	* Zip Code
* Birthdate	* Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
* Primary phone	Cell Phone
I wish to receive notices via text message <input type="checkbox"/> Yes <input type="checkbox"/> No	Cell Phone Provider so texts can be sent.

Enrollment * indicates required fields

* Ethnicity Are you of Hispanic ethnicity? No Yes (please indicate both an ethnicity and race)

Race White Native Hawaiian or Pacific Islander
 Black Asian
 American Indian or Alaskan Native Prefer Not to State

* Residence Farm (rural area where ag. products are raised) Suburb of city more than 50,000
 Town under 10,000 and rural non-farm Central city more than 50,000
 Town / City 10,000 - 50,000 and its suburbs

Military Myself or my spouse is serving in the military

Branch / Component Air Force Army Coast Guard Marines Navy
 Active Duty National Guard Reserves

Leadership * indicates required fields

Club Leadership 4-H Activity Volunteer 4-H General Volunteer
 4-H Organizational/Key Contact Volunteer

Accommodations * indicates required fields

*Do you require an accommodation for a disability to participate in this program? Yes No

Photo Release * indicates required fields

* May we use photographs of you for 4-H press releases or publicity? Yes No

Volunteer Signature _____ Date _____



Cloverbud Enrollment: (for youth ages 5-8 by October 1, 2013)

- Cloverbuds: A Discovery 4-H Program Cloverbuds: A Palette of Fun with Arts & Crafts Cloverbuds: Exploring 4-H

Project Enrollment: (for youth ages 8-18 by October 1, 2013)

Place a checkmark next to the projects that you plan to explore this year, and write the project level number in the appropriate box. If you need project books, please place a checkmark in the appropriate box. *Give your completed enrollment form, enrollment fee and book fee to your club leader. You will complete a project journal for each of the projects you select. Ask your club leader or Extension staff if you have questions.*

<input checked="" type="checkbox"/>	Project Description	Level	Need Project Books?	<input checked="" type="checkbox"/>	Project Description	Level	Need Project Books?	<input checked="" type="checkbox"/>	Project Description	Level	Need Project Books?
	Aerospace				Horse				Sewing & Textiles		
	Babysitting				• W. Horsemanship				• Crochet		
	Beef-Breeding				• Eng. Horsemanship				• Knitting		
	Beef-Market				• Horseless Horse				• Embroidery		
	Bicycle				• Colt to Maturity				Sheep-Breeding		
	Cat				• Working Ranch Horse				Sheep-Market		
	Child Development				• Horse Packing				Shooting Sports		
	Citizenship				• Horse Driving				• Pistol		
	Communications				• Horse Showing				• Rifle		
	Cowboy Poetry				• Green Horse				• Archery		
	Crop Science				• Careers with Horses				• Shotgun		
	Crop Science				Leathercraft				• Muzzle Loading		
	Dairy Cattle				Leadership				• Hunting		
	Dog				Outdoor Adventures				• Cowboy Action		
	Electricity				Photography				Small Engines		
	Embroidery				• Videography				Sport Fishing		
	Exploring 4-H				Pocket Pets				Swine-Breeding		
	Family Adventures				Poultry				Swine-Market		
	Foods & Nutrition				Quilting				Theatre Arts		
	• Cooking 101, 201 or 301				Rabbit				Veterinary Science		
	• Party Planner				Range Science				Visual Arts		
	• Up for the Challenge				Robotics				• Arts & Crafts		
	• Baking 101, 102, 103, 104				• Junk Drawer Robotics				• Drawing...		
	• Food Preservation				• Mars Rover Activity				• Painting...		
	Forestry				Self-determined				Weed Science		
	Gardening				• Project Area:				Wildlife		
	Goat-Dairy				Service Learning				Wind Energy		
	Goat-Meat				Other:				Woodworking		
	Home Environment				Other:				Other:		

Committees & Organizations:

Many of our 4-H activities would not happen without the enthusiasm and energy of 4-H leaders and members. If you can help by serving on any of the committees or organizations below, please place a checkmark next to the appropriate committee or organization.

Committees		
Awards -Organizes solicitation of award donors & selects award. Meets once a year	Exchange -Arranges exchange trips. Meets monthly.	Livestock -Sets policy regarding raising & selling of 4-H livestock. Meets 4-5 times per year
Budget & Audit -Reviews expenditures & plans for upcoming fiscal year. Meets 1-2 a year.	Fair -Makes decisions on fair activities, theme and promotion & works during the fair. Meets 4-6 times a year.	Long Range Fair – Reviews upgrades and changes to the Fairgrounds . Meets 2-3 x a year.
Demonstration -Meets as needed.	Horse -Meets 4-5 times a year.	