



North Carolina 4-H Episodic Volunteer Form

EPISODIC VOLUNTEER INFORMATION

Last Name		First Name		M.I.	Name You Prefer
Mailing Address				Daytime phone	
City		State	Zip	E-mail	
I give my permission for staff of N.C. Cooperative Extension, N.C. 4-H, and/or _____ County Extension to take photographs and/or record video and/or audio of me and/or my property for use in educational, promotional and/or marketing materials. Neither individual addresses nor telephone numbers will be published within these materials. <input type="checkbox"/> Yes <input type="checkbox"/> No				How did you learn about this 4-H volunteer opportunity?	
				Were you a 4-H member? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, in what county & state?	
Signature _____ Date _____					
What additional 4-H events, activities or projects would be interesting to you as a volunteer?				Would you like to be added to our mailing list? <input type="checkbox"/> Yes <input type="checkbox"/> No	
I understand that the coordinator of the event for which I am volunteering is responsible for informing me of my responsibilities as a volunteer participant, and will provide any specific training needed to carry out these duties. Although Extension staff will use reasonable precaution in guarding the health and well-being of all participants, I release them from any liability in case of injury as a result of this activity.					
Signature _____				Date _____	

Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth _____ / _____ / _____ Month Day Year	
Ethnic Group <input type="checkbox"/> Hispanic or Latino Ethnicity & OR <input type="checkbox"/> Not Hispanic or Latino &			
<input type="checkbox"/> White (only) <input type="checkbox"/> Black or African American (only) <input type="checkbox"/> American Indian or Alaska Native (only) <input type="checkbox"/> Asian (only) <input type="checkbox"/> Native Hawaiian or Pacific Island (only) <input type="checkbox"/> White & Black <input type="checkbox"/> White & American Indian or Alaska Native <input type="checkbox"/> Black & American Indian or Alaska Native <input type="checkbox"/> Black & Asian <input type="checkbox"/> Balance (other combinations)		<input type="checkbox"/> White (only) <input type="checkbox"/> Black or African American (only) <input type="checkbox"/> American Indian or Alaska Native (only) <input type="checkbox"/> Asian (only) <input type="checkbox"/> Native Hawaiian or Pacific Island (only) <input type="checkbox"/> White & Black <input type="checkbox"/> White & American Indian or Alaska Native <input type="checkbox"/> Black & American Indian or Alaska Native <input type="checkbox"/> Black & Asian <input type="checkbox"/> Balance (other combinations)	

This form is designed for use in enrolling short term volunteers. It is to be used in situations when it is not appropriate to follow application and reference checking as for long-term volunteers. Adults who have been screened and have a current application on file need not complete this form.

Do NOT use this form in the following situations:

- Adults who will be responsible for youth at overnight events.
- Adults who will be responsible for youth when no other adult is present at all times.

RECORD FOR AGENT USE

Date	Event/Position	Time Given	Comments	Follow-up Completed

Prepared by: Harriett C. Edwards, Ed.D



North Carolina 4-H Volunteer Strengths and Preferences

Name: _____ Date: _____

Please list within the four sections, items that complete each statement. Draw on your life at large, not just one part of your life, such as work or home. Discuss your lists with someone else and ask what they think should be listed. This information will be helpful as we match your interests to available positions in our organization.

PLEASE, ALLOW ME
My talents, skills, and interests are....

NO, THANK YOU
I would not want to be asked to...

ENDEAVORS
I would like to learn how to...

YOUTH RELATIONSHIPS
I would prefer working with youth ages ...



North Carolina 4-H Volunteer Agreement and Standards of Behavior

Applicant Name _____

North Carolina 4-H Volunteer Standards Of Behavior

Families and other youth-serving organizations place trust in North Carolina Cooperative Extension to provide quality leadership and care for participants in 4-H programs. The opportunity to work with youth is a privileged position of trust that should only be held by those who are willing to commit to upholding behavior that fulfills this trust. For these reasons, the following behavior guidelines are provided for volunteers working in the North Carolina Cooperative Extension 4-H program.

1. Treat others in a courteous, respectful manner demonstrating behaviors appropriate for a positive role model for youth.
2. Obey the laws of the locality, state and nation.
3. Make all reasonable efforts to assure that 4-H youth programs are accessible to youth without regard to race, color, national origin, religion, sex, age, disability or political affiliation, and promote a spirit of positive participation.
4. Recognize that verbal and/or physical abuse and/or neglect of youth is unacceptable in 4-H youth programs, and report suspected abuse to 4-H officials and the proper authorities.
5. Do not participate in or condone neglect or abuse that happens outside the program to 4-H youth participants, and report suspected abuse to the proper authorities.
6. Operate motor vehicles (including machines or equipment) in a safe and reliable manner and only with a valid operator's license and the legally required insurance coverage.
7. Inform county 4-H staff of any arrests or charges of criminal activity against you. (Temporary suspension pending resolution of the case may be required.)
8. Notify Extension staff promptly of any incident that may violate 4-H policies or personal rights.
9. Do not require 4-H participants to purchase materials, supplies, equipment, animals or services from any specific vendor.
10. Teach 4-H youth to provide appropriate animal care and treat animals humanely.
11. Do not consume alcohol or illegal substances while responsible for youth in 4-H activities nor allow 4-H youth participants under supervision to do so.
12. Accept supervision and support from county, district, and state 4-H staff while involved in the 4-H program.

North Carolina 4-H Volunteer Agreement

Volunteers are asked to carefully consider the following expectations and confirm a willingness to observe these by signing where indicated. In addition, adults serving as volunteers can expect the following from the North Carolina Cooperative Extension (NCCE).

NCCE AGREES TO:

- Provide orientation training for the position.
- Set educational tone and directions.
- Provide job descriptions.
- Provide assistance, support and encouragement.
- Give recognition for time and energy devoted to the job.
- Inform of coming events and activities.
- Make annual evaluations.
- Provide training opportunities and material to develop understanding and management of the volunteer assignments.
- Provide educational materials to be used for project and club organizations.
- Provide timely information on opportunities for youth at county, state, and national levels.

VOLUNTEER AGREES TO:

- Complete New 4-H Leader Orientation & Training.
- Be supportive of Extension programs and staff members.
- Participate in County Leader Association meetings and training as appropriate.
- Inform enrolled youth of Extension program opportunities.
- Supply County Extension Office with application updates annually.
- Abide by the North Carolina 4-H Volunteer Standard of Behavior.
- Participate in available training as appropriate to fulfill my duties.

I have read and understand the North Carolina 4-H Volunteer Standards of Behavior and Volunteer Agreement. I agree to perform my duties as explained by Extension staff and to abide by the 4-H Code of Conduct and any other rules specific to individual events at which I may be serving as a 4-H volunteer. I understand that volunteering with North Carolina Cooperative Extension is a privilege, not a right. I further understand that I may terminate this appointment without prior notice. I understand and agree that failure to comply with this agreement is grounds for immediate suspension and/or termination of my volunteer status with the North Carolina 4-H program.

Volunteer Signature

Date

NCCE Representative's Signature

Date

Adapted by: Harriett C. Edwards, Ed.D