Purdue University
4-H/Youth Development
Adult Volunteer Application, Screening and Behavioral Expectation Policy

Optimizing Your Potential as a 4-H Volunteer
Purdue University
Cooperative Extension Service
Spring, 2001

Purdue University’s 4-H Youth Development Adult Volunteer Application and the Screening and Behavioral Expectation Policy
The Mission of Our Program is:

- To create opportunities and supportive environments for youth and adults to be
  - capable
  - competent
  - caring
  - citizens

The Mission of the 4-H/Youth Development Program is to create opportunities and supportive environments for youth and adults to be capable, competent, and caring citizens.

Our time and energy should be spent in positive educational programs that support quality experiences for children and youth.
All volunteers will be required to complete:
A written application (4-H 784) including three reference

Extension Educators must:
• Contact applicant’s references and review (written or by phone)
• Complete clearance through the Indiana Criminal Justice Institute Sex and Violent Offender Registry
• Make a recommendation/deny the applicant’s involvement with 4-H youth/development programs

All volunteers who are new to 4-H/Youth Development Programs are required to complete a written application form (form 4-H 784). The application form includes listing three references.

The local Extension Youth Educator is responsible for contacting and reviewing the applicant’s references, checking and verifying successful clearance through the Indiana Criminal Justice Institute Sex and Violent Offender Registry, and making a recommendation (or denial if substantiated) for approval of the volunteer to an appointment with the 4-H Program.
All individuals wishing to volunteer with the 4-H/Youth Program will complete the application process and an Adult Behavioral Expectations form (4-H 785). This includes, but is not limited to:

- Extension Board members
- 4-H Council members
- 4-H fair board members
- Community and project leaders

This process applies to anyone who is asked to help with the program on a regular basis.
Everyone working in the 4-H/Youth Development Program in Indiana will be required to have on file a signed copy of the Adult Behavioral Expectations form. This document ensures that the faculty, the county extension educators, county staff, and volunteers have the opportunity to reaffirm their commitment and dedication to the well-being of young people.

Individuals, volunteers, parents, family and friends who do not follow the behavioral expectations and/or who are a continuing disruptive force, despite appropriate and sincere efforts to resolve their concerns may be barred from participating and/or volunteering in our youth development programs.
Behaviors Addressed

- Follow rules of Purdue CES, including those related to Child Abuse
- Be a Positive Role Model
  - Courteous
  - Respectful
  - Exhibit good sportsmanship
  - Handle conflict reasonably
  - Truthful
- Represent 4-H/Youth programs with dignity and pride
- Accept supervision and support from others
- Participate in orientation and training
- Work to create an effective, county, state, and national 4H/Youth effort

The Adult Behavioral Expectations Form makes good sense and covers the kinds of behavior we all expect.

It talks about being courteous and respectful. It says that you will exhibit good sportsmanship, that you will handle conflict reasonably, and that you will be truthful.

Also, that you will represent our programs with dignity and pride, accept supervision and support from others, participate in orientation and training, and that we will work together to create an effective county, state, and national 4-H/Youth effort.

These are all good behaviors to strive for, don’t you agree?
Behaviors Addressed, cont.

- Ensure equal access to programs
- Recognize physical and verbal abuse, and criminal acts are not part of 4-H
- Do not allow, consume, or be under the influence of alcohol or illegal drugs at 4-H events. Use tobacco only out of sight of youth participants.
- Operate machinery and equipment in responsible manner
- Treat animals humanely
- Use technology appropriately

The behavioral expectations form also states that you will do all you can to ensure equal access to the programs you are working with for all youth;

that you recognize that physical or verbal abuse, or any criminal acts are not acceptable practices;

and that you will not allow others, or yourself to consume, or be under the influence of alcohol or illegal drugs at 4-H events.

We also encourage adult use of tobacco products out of sight of youth participants.

Finally, the ABE form states that you will be responsible when operating machinery and equipment, treat animals humanely, and use technology appropriately.
Volunteer Management Goals

• Purdue University 4-H/Youth programs have been very successful

• We are proud of the high quality the program has exhibited
  – This process ensures that those working with youth are committed to providing
    • Positive growth experiences
    • Positive development of youth

The Purdue University 4-H/Youth Development Program has been very successful for over 95 years. We are proud of the high standards that have worked to ensure that the young people involved have positive experiences.

The Adult Behavioral Expectations Form is just another tool that will continue to ensure our success.

Our volunteer management process (application, screening, behavioral expectations) help ensure that those volunteers who work with our youth will nurture the positive growth and development of young people.
The End!

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4-H Youth Department,
Purdue University West Lafayette, IN
Catherine E. Burwell, Ph.D., Extension Specialist cathy.burwell@ces.purdue.edu
Renee K. McKee, Ph.D., Project Director mckee@four-h.purdue.edu