



# MAINE 4-H VOLUNTEER ENROLLMENT

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Alternate Phone: ( ) \_\_\_\_\_

Gender: \_\_\_ Male \_\_\_ Female 4-H Alumni: \_\_\_ Yes \_\_\_ No Years as a 4-H Volunteer \_\_\_\_\_

Email address: \_\_\_\_\_ \_\_\_ Youth Volunteer or \_\_\_ Adult Volunteer

Leader Type (Check primary area):

\_\_\_ Project Leader \_\_\_ Club Leader \_\_\_ Activity/Event Leader \_\_\_ Other \_\_\_ After School 4-H Program Leader

*Please provide us with this optional data so that we may report to our federal partners.*

**Racial Groups: (check all that apply):**

- \_\_\_ Asian
- \_\_\_ Black or African American
- \_\_\_ Caucasian
- \_\_\_ Native American or Alaskan Native
- \_\_\_ Native Hawaiian or Other Pacific Islander

**Hispanic Ethnicity: (check one):**

- \_\_\_ Yes – Hispanic or Latino Ethnicity OR
- \_\_\_ No – Not Hispanic or Latino Ethnicity

**Residence (Check one):**

- \_\_\_ Farm
- \_\_\_ Rural non-farm or town less than 10,000
- \_\_\_ Town/City 10,000 to 50,000
- \_\_\_ Suburb
- \_\_\_ City over 50,000

**On the back of this form mark the 4-H Projects that you intend to complete this year.**

Name of Primary 4-H: \_\_\_\_\_ Club 2: \_\_\_\_\_ Club 3: \_\_\_\_\_

\_\_\_\_\_  
4-H Volunteer/Leader Signature

Office Use Only: Date Received: \_\_\_\_\_

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8/29/2005

CURRICULUM CATEGORY			
A	___	CITIZENSHIP AND CIVIC EDUCATION	EEE ___ Emergency Preparedness
AB	___	Citizenship (local, State, national)	EEF* ___ Tractor and Machinery Safety Certification
AC*	___	Cultural Education (including Heritage, Diversity, Exchanges)	F ___ PERSONAL DEVELOPMENT AND LEADERSHIP\
AD*	___	Global Education (including international exchanges, if enrolled)	FA* ___ Career Exploration and Employability
AE	___	Intergenerational Programming	FB* ___ Critical Thinking Skills (Judging, Working Steer)
AF	___	Understanding Physical and Mental Limitations	FC ___ Economics, Business and Marketing
AG	___	Volunteerism	FD ___ Introductory 4-H Projects (for participants 5-8 years old)
AH	___	Service Learning	FE ___ Hobbies and Collections
AI	___	Community Service	FF* ___ Leadership Skills Development
B	___	COMMUNICATIONS AND EXPRESSIVE ARTS	FG ___ Leisure Education (general)
BA	___	Communication Arts	FH* ___ Personal Development (general)
BAA	___	Speaking/Radio/TV	FI ___ Reading Literacy
BAB	___	Writing/Print	FJ ___ Social Recreation Skills
BB	___	Performing Arts	FK ___ Values Clarification
BBA	___	Clowning/Mime	G ___ PLANTS AND ANIMALS (applied bio. Sciences, production and pets)
BBB	___	Dance/Movement	GA ___ Ag in the Classroom
BBC	___	Drama/Theater	GB* ___ Animals
BBD	___	Music/Sound	GBA ___ Aquaculture
BC*	___	Visual Arts	GBB ___ Beef
BCA	___	Arts and Crafts	GBC ___ Birds and Poultry (caged birds, chickens, pigeons, waterfowl)
BCB	___	Drawing, Painting/ Sculpture	GBD ___ Cats
BCC	___	Graphic Arts Displays Exhibits	GBE* ___ Dogs
BCD*	___	Photography, Video	GBF* ___ Dairy Cattle
C	___	CONSUMER AND FAMILY SCIENCE	GBG* ___ Goats (dairy, hair, meat)
CA*	___	Child Development, Child Care, Babysitting	GBH* ___ Horse & Pony
CB*	___	Clothing and Textiles	GBI* ___ Rabbits/Calves
CC	___	Consumer Education	GBJ* ___ Sheep
CD	___	Home Environment	GBK* ___ Small animals/pockets pets/lab animals
CE	___	Parenting and Family Life Education	GBL ___ Swine
D	___	ENVIRONMENTAL EDUCATION AND EARTH SCIENCES	GBW ___ Working Steer
DA*	___	Environmental Stewardship (general)	GC ___ Plants
DB	___	Earth, Water, and Air	GCA ___ Crops/Weeds
DBA*	___	Geology and Minerals	GCB ___ Flower Gardening/House Plants
DBB	___	Weather and Climate	GCC* ___ Gardens - Fruit/Vegetables
DBC	___	Soils and Soil Conservation	GCD ___ Ornamental Horticulture
DBD	___	Water	H ___ SCIENCE AND TECHNOLOGY
DC	___	Energy (general, home, farm, transportation)	HA ___ Science/Technology Literacy
DD	___	Forests, Rangeland, and Wildlife	HAA ___ SERIES (specific program)
DDA	___	Forestry	HAB ___ SPACES (specific program)
DDB	___	Range Science	HB ___ Biological Sciences
DDC	___	Wildlife and Fisheries	HBA ___ Animal Sciences
DE*	___	Outdoor Education/Recreation	HBB ___ Aquatic Sciences
DEA	___	Adventure/Challenge	HBC* ___ Entomology and Bees
DEB	___	Shooting Sports	HBD ___ Food Science
DF	___	Waste Management	HBE ___ Marine Science
DFA	___	Composting	HBG ___ Meat Science
DFB	___	Recycling	HBG ___ Plant Science
DFC	___	Household Hazardous Waste	HBH* ___ Poultry Science and Embryology
E	___	HEALTH LIVESTYLE EDUCATION	HBI* ___ Veterinary Science
EA	___	Chemical Health	HC ___ Technology and Engineering
EB	___	Mental and Emotional Health	HCA* ___ Aerospace
EC*	___	Foods and Nutrition	HCB ___ Automotive
ECA	___	EFNEP	HCC ___ Bicycle
ECB	___	Foods Safety	HCD ___ Computer Technology
ECC	___	Food Preservation	HCE ___ Electric
ED	___	Physical Health	HCF ___ Electronics
EDA	___	Fitness and Sp0orts	HCG ___ Engines, Tractors and Field Equipment
EDB	___	Growth, Development and Disease	HCH ___ Wood Science and Industrial Arts
EDC	___	Home Nursing, First Aid/CPR	HD ___ Physical Sciences
EDD	___	Sexual Health	HAD ___ Astronomy
EE	___	Safety	HDB ___ Chemistry
EEA	___	ATV Safety	HDC ___ Mathematics
EEB	___	Automotive Safety (including Seat Belts, etc.)	HDD ___ Physics
EEC*	___	Bicycle Safety	OTHER ___ (SPECIFY)
EED	___	Communities for Child Safety	

## Maine 4-H Youth Development Program Behavioral Expectations

One goal of the 4-H Youth Development program of The University of Maine Cooperative Extension (UMCE) is to provide opportunities for children and youth to develop character. To assure that the 4-H Youth Development program of UMCE provides positive environments for all individuals to learn and grow, participants agree to abide by these expectations of behavior:

### As a 4-H volunteer, I will be...

#### Respectful

1. I will treat all 4-H members, volunteers, family members, Extension staff, myself and others with respect and consideration.
2. I will use appropriate language at all times.
3. I will work cooperatively with other volunteers, families and Extension staff.
4. I will model courteous behavior and good sportsmanship at all times.
5. I will honor confidences.
6. I will treat program areas, lodging areas and transportation vehicles with respect.
7. I will appreciate diversity in skill, gender, ethnicity and ability. Maine 4-H does not tolerate statements or acts of discrimination or prejudice.

#### Responsible

1. I agree not to use alcohol or tobacco at any 4-H event where underage youth are present.
2. I will commit no illegal or abusive act.
3. I will maintain contact with my county Extension office and will report progress and potential problems.
4. I will participate in required volunteer training programs and use the recommended policies and procedures.
5. I will be accountable by accepting responsibility for my choices and actions.
6. I will be responsible for any damage, theft or misconduct in which I participate.
7. I will handle any animals, machinery, equipment, vehicles or other UMCE property that has been entrusted to me in a safe and responsible manner.
8. I will report all unsafe conditions and accidents to Extension staff as soon as possible.

#### Fair

1. I will treat all participants in the 4-H Youth Development program with equity and compassion.
2. I will comply with state and university equal opportunity and non-discrimination laws and guidelines; I will not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin or citizenship status, age, disability, or veteran's status.
3. I will participate in events fairly by following the rules, not taking advantage of others and not asking for special exceptions.

#### Caring

1. I will not tolerate the physical, verbal or emotional abuse of participants at any 4-H event or activity.
2. I will follow child protection guidelines.
3. I will conduct UMCE business in an ethical manner.
4. I will be caring in my relationships with others. I will be kind and show compassion for others. I will treat others the way I want to be treated.

5. I will show appreciation for the efforts of others. I will help members in my group have a good experience. I will strive to include all participants.

#### Trustworthy

1. I will take on assignments that match my interests and abilities.
2. I will complete any assignment I agree to do.
3. I will notify my county Extension staff if I am unable to complete an assignment or if I need to resign.
4. I will not use my 4-H volunteer status for personal or business financial gain.
5. I will be worthy of trust, honor and confidence in all my activities.
6. If I am not feeling well or have a schedule conflict, I will inform Extension staff or a person in charge as soon as possible.
7. I will be in the assigned area (e.g. club meeting room, building, dorm) at all times.

#### A Good Citizen

1. I will observe all local, state and federal laws.
2. I will respect and follow the mission and vision of UMCE.
3. I will support and promote the programs of Cooperative Extension.
4. I will respect the environment and contribute to the greater good.

2/7/02

## **Maine 4-H Volunteer Standards of Behavior**

*To be signed when a volunteer becomes VOLT-certified.*

The Maine 4-H Youth Program prides itself on providing quality educational programs accessible to all Maine youth. The "Standards of Behavior" is a contractual agreement accepted by volunteers and staff who commit to the 4-H Program. The Standards shall guide their behavior during their involvement in Maine 4-H. Just as it is a privilege and responsibility for the University of Maine Cooperative Extension to work with individuals who volunteer their time and energies to 4-H, a volunteer's involvement in Maine 4-H is a privilege and a responsibility, not a right. The opportunity to work with youth is a position of trust that should be held only by those who are willing to demonstrate behaviors that fulfill this trust.

The primary purpose of this Standard of Behavior is to ensure the safety and well being of all 4-H participants (i.e., members, their parents and families, professionals, and volunteers). Maine 4-H volunteers are expected to abide by the guidelines of the University of Maine Cooperative Extension and the Maine 4-H program. Maine 4-H volunteers shall be individuals of personal integrity.

Maine 4-H volunteers will:

- Accept their responsibility to represent county and Maine 4-H youth programs with dignity and pride.
- Conduct themselves in a courteous, respectful manner; refrain from use of foul language; exhibit good sportsmanship; and provide positive role models for youth.
- Obey the laws of the locality, state and nation.
- Respect, adhere to, and enforce the rules, policies, and guidelines established by the county extension office, the Maine 4-H program and the University of Maine Cooperative Extension.
- Not discriminate in 4-H youth programs on the basis of race, color, national origin, sex, sexual orientation, religion, age or handicap status, veterans' status, family or marital status.
- Recognize that abuse by physical or verbal means, failure to comply with equal opportunity and nondiscrimination laws, or a criminal act is not an acceptable behavior and is grounds for the suspension and/or termination of volunteer status with the Maine 4-H Program.
- Treat animals humanely and teach 4-H youth to provide appropriate animal care.
- Under no circumstances consume alcohol in the presence of 4-H youth at 4-H events or related activities. Use of alcohol in the presence of 4-H youth and/or the use of illegal drugs is grounds for the suspension and/or termination of volunteer status with the Maine 4-H Program.
- Refrain from the use of tobacco or tobacco products in the presence of 4-H youth at 4-H events or related activities. Youth are influenced by role models and 4-H volunteers should reinforce the health "H" by being positive, healthy role models.

- Accept the responsibility to promote and support 4-H to develop an effective county, state, and national program.
- Permit the operation of machinery, vehicles, and other equipment in a responsible manner with a valid operator's license and legally required insurance coverage.
- Uphold volunteerism as an effective way to meet the needs of youth and adults.
- Uphold an individual's right to dignity, self-development, and self-direction.
- Accept supervision and support from professional Extension staff while involved in the 4-H program.
- Perform duties in a responsible and timely manner as outlined in the job description.
- Report immediately to the county 4-H educator or professional any threats to the emotional or physical well being of 4-H volunteers or members.

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**Standards of Behavior Agreement**

I have read and understood the Maine 4-H Youth Development Program Behavioral Expectations and the Maine 4-H Standards of Behavior. I understand and agree that my actions and decisions affect me and others. Any action on my part that contradicts any portion of these standards may result in the loss of privileges during 4-H events and for future events or is grounds for suspension and/or termination of my volunteer status with the Maine 4-H Program. I will conduct myself in accordance with the intent of the Behavioral Expectations and the Standards of Behavior. I will accept the appropriate and logical consequences of any actions if I fail to do so.

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Signature of 4-H Volunteer

Date

*To be signed when volunteer becomes VOLT-certified.*

In consideration of valuable services performed, UMCE volunteers can expect:

- Orientation, training, and supervision that enhance effective use of their interests, skills and time.
- Pertinent information and communications appropriate to their role in Extension.
- Respect, recognition, and trust earned through performance.
- A safe environment and protection from liability claims arising from volunteer assignments.
- All the same standards of behavior to be demonstrated by this UMCE staff member.

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Signature of Extension Educator or Professional

Date

**Non-Discrimination Status**

Date: \_\_\_\_\_

To: \_\_\_\_\_  
University of Maine Cooperative Extension

This is to advise you that \_\_\_\_\_  
(name of group or organization)

does not practice discrimination in membership or employment on the basis of race, color, national origin, sex, sexual orientation, religion, age or handicap status, veterans' status, family or marital status.

\_\_\_\_\_  
(signed)

\_\_\_\_\_  
(title)

In complying with the letter and spirit of applicable laws and in pursuing its own goals of diversity, the University of Maine System shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, national origin or citizenship status, age, disability, or veterans' status in employment, education, and all other areas of the University. The University provides reasonable accommodations to qualified individuals with disabilities upon request.

Questions and complaints about discrimination in any area of the University should be directed to the Director of Equal Opportunity, 101 North Stevens, (207) 581-1226.

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This non-discrimination statement must appear on any printed material that actively seeks members, participants or beneficiaries of UMCE services, programs or activities, such as brochures announcing meetings, club membership forms, flyers and newsletters that include information about what is available to the public from UMCE.

## UNIVERSITY OF MAINE SYSTEM RELEASE AGREEMENT

I, \_\_\_\_\_, hereby grant and authorize the University of Maine System, acting through the University of Maine, (hereinafter UMS) its employees and agents to make use of, license or assign the use of, my image, appearance, likeness, voice and/or photograph, and other reproductions of any of these, in still photographs, videotapes, publications, audio, sound recordings, web sites, electronic and other media and/or motion pictures, (hereinafter all of which are included in the term "Material") and to do so with or without mention of my name.

I understand and agree that I am to receive no compensation of any kind, monetary or otherwise, on account of or arising from the production, publication, recording, rebroadcasting, or other use of such Material.

UMS shall have complete ownership of the Material produced or published and shall have the exclusive right and license to make such use of that Material as it wishes, including, but not limited to the right of performance, display, reproduction and distribution in all media, and the right to create, perform, display and distribute derivative works of the Material.

I agree to indemnify and hold UMS, the University, its employees and agents, harmless from and against any and all claims, damages, lawsuits, judgments, and expenses, including reasonable attorneys' fees, that UMS may become liable to pay or defend arising out of or caused by any matter or material furnished or spoken by me in connection with my appearance.

I hereby release UMS, its employees and agents from all expenses, claims and liabilities incurred by me arising out of or in connection with my appearance and/or the use of the Material, except to the extent that those expenses, claims or liabilities are the direct result of the negligent acts or omissions of UMS, the University, its employees or agents.

This agreement shall be governed and construed according to the laws of the State of Maine.

**If under 18, must be signed by parent or guardian**

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<b>DATE</b>	<b>SIGNATURE</b>	<b>PLEASE PRINT</b>
<b>NAME</b>		

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<b>ADDRESS</b>	<b>PHONE NUMBER</b>
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**IF APPLICABLE, SIGNATURE OF PARENT OR GUARDIAN**