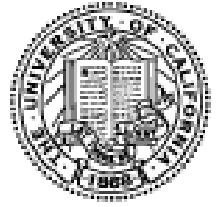




Santa Barbara County 4-H Youth Development Program

305 Camino del Remedio, Santa Barbara, CA 93110

Office: (805) 692-1730 Fax: (805) 692-1731



4-H ADULT VOLUNTEER LEADER ORIENTATION

Thank you for volunteering your time and talents as a certified University of California 4-H volunteer. You are an important part of a significant effort in your community, county, state and nation to build and strengthen communities by helping youth develop their full potential.

Name _____	Date _____
Address _____	Club _____
_____	Ph _____

Instructions:

Please view the *4-H Volunteer Leader Orientation* online at: <http://www.ca4h.org/volunteer/orientation.asp>. It is organized into modules and there are short breaks between modules so it is easy to view in segments. The entire video is 24 minutes. You may wish to view segments several times, since each segment covers a lot of information. As you watch the video, please answer the questions below. Return this completed form to your Community Club Leader or the 4-H office at 305 Camino del Remedio, Santa Barbara, CA 93110.

PART I

History

The 4-H program is part of the University of California Cooperative Extension and is a collaboration between federal, s_____ and c_____ governments. .

Each county maintains a Cooperative Extension office. In Santa Barbara County, the 4-H Y_____ D_____ A_____ works with 4-H office s_____ and adult v_____ to deliver the 4-H program.

Purpose

The purpose of the 4-H Youth Development Program is to engage youth in reaching their fullest p_____ while advancing the field of youth development. Our mission engages youth, volunteers, and staff in supporting youth in the areas of C_____, L_____, and L_____ S_____.

The National USDA 4-H Headquarters has provided four essential elements that all 4-H programs strive to help youth achieve: B_____, M_____, I_____, and G_____. A sense of belonging is offered through membership in 4-H clubs and activities.

4-H Team

Adult volunteers are a key element in the 4-H program. Volunteers may serve as P_____, Resource, or Assistant Leaders. In many counties 4-H volunteers fill "m_____ m_____" roles. In Santa Barbara County these roles and/or tasks are performed by volunteers who serve on the Santa Barbara County 4-H Clubs Council.

Junior and Teen Leaders are another part of the leadership team, and are a tremendous resource. Junior Leaders are 4-H members in _____ through _____ grades and Teen Leaders are in the _____ grade and above. These members enroll in a Leadership Development Project in order to learn the qualities and competencies needed to be a good leader. It is important for adults to let the junior and teen leaders assume

as much r _____ as possible. Give them an opportunity to assist you, and develop their own l _____ s _____.

Funding

Cooperative Extension is an educational program publicly funded between three levels of government: the United States Department of Agriculture at the f _____ level; the University California at the s _____ level, and the County Board of Supervisors at the local level. All three funding sources must exist for the Cooperative Extension to establish local educational programming for youth and families

4-H Emblem Use

The 4-H Name and Emblem is a highly valued mark within our country's history. It was granted a very unique and special status, and is in a category similar to the P _____ S _____ and O _____ emblem. We all must value and protect the name and emblem in 4-H in our fundraising efforts.

PART II

Membership

Primary members are eligible to participate in 4-H if they are _____ years old or in k _____ as of December 31 of the program year. Primary Members may not participate in large animal projects. Youth _____ years old or in the _____ grade by December 31 or the program year can enroll as regular members. For Home Schooled children, only the a _____ criteria applies.

Youth remain eligible for membership until the end of the calendar year in which they turn _____ years old.

The 4-H Program places an emphasis on cooperative learning versus competition. Our policies prohibit p _____ members from competition. Cooperative learning encourages groups to work together towards a common goal.

Program Delivery

One of the most well known delivery methods of 4-H is the community-based 4-H c _____, which is operated primarily by v _____.

Working with Youth

The roles of 4-H volunteers include teaching and mentoring youth and coordinating activities. As a 4-H leader you should provide: 1) an outline of requirements, c _____ and g _____ of participation, 2) well-planned meetings in a s _____ environment, and 3) programs that are designed appropriately for the a _____ and d _____ level of the youth involved.

Please place a letter before the learning characteristics listed below that best matches the age of the youth they describe:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| _____ Have an increased attention span, boundless energy, and a need for self-directed activities. | (A) 5-8 year olds |
| _____ Enjoy leadership opportunities that allow them to exercise their developing skills in adult roles | (B) 9-11 year olds |
| _____ Have skills and abilities that are advancing, but youth in this age group are often controlled by their emotions. they have a need to find acceptance from peers and adults and have an increased interest in competition. | (C) 12-14 year olds |
| _____ Have a shorter attention span, and limited manual dexterity and hand-eye coordination. They have limited reading and writing skills and are sensitive to personal criticism. | (D) 15-18 year olds |

PART III

Outreach

The 4-H Youth Development Program is committed to being accessible to all youth in California. In order to meet that goal, it is expected every 4-H Club will make an effort to extend the programs and opportunities for membership to all youth in the community regardless of r _____, e _____, c _____ or g _____ backgrounds.

Policies

An individual must be _____ years or older to become a 4-H volunteer. Prior to working with 4-H members, applicants must complete an *Adult Volunteer* A _____, successfully clear a California Department of Justice background check, agree to the *Volunteer Code of Conduct*, and complete a 4-H Volunteer O _____. Volunteer appointments are reviewed and renewed on an a _____ basis.

Agreements for Use of Facilities

For liability reasons, volunteers may n _____ sign agreements for the use of facilities or any other d _____ that includes a clause regarding liability. All agreements must be approved and signed by the Cooperative Extension County Director.

Transporting 4-H Youth

All adults who transport 4-H members are required to have a valid California Driver's License and must also carry their own automobile liability and a _____ insurance. If two adults cannot be present in the vehicle; the alternative minimum required is one adult and t _____ or more youth members per vehicle. An adult should not be alone with a youth, other than their own children, without the advance written p _____ of the youth's parent or guardian.

Medical Treatment Form

Adult volunteers responsible for a group activity outside the county must have in their possession a copy of the current *Medical* T _____ F _____ with an o _____ signature of the member's parent or legal guardian.

Youth Protection Guidelines

Two appointed adult volunteers, or one appointed volunteer plus another a _____ or s _____ (one of which must be at least 21 years of age) are required for all 4-H programs, events and activities. This policy serves a dual purpose of p _____ youth members as well as providing volunteers protection from unfounded allegations of abuse.

Child Abuse Reporting

Reporting child abuse protects children and keeps them safe. Although volunteers are not mandated reporters, if you suspect c _____ a _____ we encourage you to report it directly to your county 4-H office for joint reporting to the authorities. Volunteers may report child abuse suspicions to appropriate child protective agencies without incurring civil or criminal liability as a result of any such report.

Safety Awareness

The 4-H program is committed to promoting and maintaining a safe environment for its members. "Clover Safe Notes" are one-page s _____ a _____ publications that are project specific. "Clover Safe Notes" can be obtained from the 4-H o _____ or on the California 4-H Program website. <http://www.ca4h.org/projresource/curriculum/safety/>

Fundraising and Finances

All fundraising efforts must be approved by 4-H Club members and 4-H office staff. All funds must be deposited in a 4-H Club a _____. Fundraising policy forbids gambling, wagering and r _____.

Competition and Primary Members (K-3rd Grade)

Structured competition is not permitted for Primary Members. These members receive p _____ recognition only.

Uniforms

The 4-H program does not require a u and a uniform cannot be required in order to participate in any 4-H sponsored activity, event, meeting or occasion. However, organizations other than 4-H (such as a State fairs) may require a uniform in order to participate as a 4-H member.

4-H, FFA, Grange and Independent Exhibitors

An agreement exists between 4-H, Future Farmers of America, the Grange and fairs about membership and e r. All 4-H v members and parents need to know and abide by this agreement. A copy is available and can be requested from the 4-H o by calling 692-1730.

Resources for Volunteers

There are many knowledgeable people and resources available to a 4-H volunteer. These include, o volunteers, resource l, the 4-H Catalogue, which lists all available 4-H publications and project curriculum, the monthly n and the county 4-H website at slo4h.org. The 4-H staff at the Cooperative Extension office are also available to help you better understand your role as a v and give you support.

An Ending Note

Thank you for undertaking what could be one of the most important and meaningful things in your life—helping young people develop into r a, which is essential to the future of our country.

The 4-H Pledge

I pledge my h to clearer thinking, my h to greater loyalty, my hands to larger s, and my health to b living. For my club, my community, my country, and my world.

For additional information about 4-H, see the Santa Barbara County 4-H website at sb4h.org or ca4h.org.



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