

# Ohio 4-H Volunteer Application

## I. GENERAL INFORMATION

**Full Name:** \_\_\_\_\_ **Date of Birth (MM/DD/YY):** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_ **Length of time at this address (years):** \_\_\_\_\_  
**Phone:**      **Home:** \_\_\_\_\_ **Best Time to Call:** \_\_\_\_\_  
                   **Cell:** \_\_\_\_\_ **Best Time to Call:** \_\_\_\_\_  
                   **Work:** \_\_\_\_\_ **Best Time to Call:** \_\_\_\_\_  
**School District:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Are You a 4-H Alumni:**    **Yes**    **No**    **If yes, what state and county:** \_\_\_\_\_  
**Demographic Information:**  
**Occupation** (optional) \_\_\_\_\_ **Level of Education** (optional) \_\_\_\_\_  
**Ethnicity** \_\_\_\_\_  
**Race** \_\_\_\_\_  
**Residence** \_\_\_\_\_  
**Military Service** \_\_\_\_\_  
**Branch of Service** \_\_\_\_\_  
**Branch Component** \_\_\_\_\_  
**Health Considerations/Notes** (i.e. food allergy, diabetes, etc....) \_\_\_\_\_

## II. VOLUNTEER INTEREST

**Why are you interested in volunteering for the Ohio State University Extension 4-H Program?**

**Type of 4-H Volunteer Position Applying:**

**4-H Club:**

**Project Area Interest:**

**Committee Member – list committee:**

**Camp** (*check all that apply*):    Residential    Day

**Special Interest/Emphasis Program – list program:**

**After-School Program – list school site:**

**Community Center/Youth Organizational Partner – list center/partner site:**

**Other:**

If you are applying to volunteer with a community/project club, will you be starting a new club or assisting with an existing club? Please check appropriate box.     New Club     Existing Club

**Name of Existing Club:**

**Do you prefer to work directly with youth or adults?**     Youth     Adults     Both

**If you prefer to work directly with youth, what age level(s) do you prefer?**

Ages 5-8     Ages 9-12     Ages 13-19     No Preference

**What time commitment do you initially desire?**



**PERMISSION TO USE PHOTOGRAPHIC FORM FOR PROMOTION CONTINGENT UPON COMPLETING VOLUNTEER PROCESS:**  
Ohio State University Extension would like to share the positive results of youth and volunteer participation in Extension and 4-H Youth Development events. However, in some cases, volunteers may prefer not to permit such publicity.

**I GIVE** **I DO NOT GIVE** the Ohio State University permission to publish in print, electronic, or video formats the likeness or image of myself. I release all claims against the University with respect to copyright ownership and publication including any claim for compensation related to use of the materials. (If not completed, OSU Extension will not use publicity about your participation).

**Previous Work Experience: (List current or most recent experience first)**

Employer Position Title Year

**Previous Volunteer Experience: (List current or most recent experience first)**

Organization Volunteer Role Year

**III. PERSONAL REFERENCES**

**Have you ever been convicted of a misdemeanor or a felony?** YES NO  
If yes, please give date, nature, and disposition of offense.

**Please note:** A criminal record will be considered as it relates to specifics of the volunteer position for which you are applying. A criminal record may prevent an individual from volunteering, depending on the nature of the offense.

**References:** List **non-family members** who have knowledge of your skills, abilities, and qualifications. Individuals should have worked with you on projects and activities and/or have direct experience with or knowledge of your qualifications. Please provide complete addresses, phone numbers and e-mail addresses.

**Name:** **Relationship:**  
**Street Address:** **City/State/Zip:**  
**Email:** **Home Phone:** **Cell Phone:**

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**Email:** **Home Phone:** **Cell Phone:**

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**Street Address:** **City/State/Zip:**  
**Email:** **Home Phone:** **Cell Phone:**

*I authorize the contact of listed references and understand that I am required to submit to a fingerprint criminal background check prior to final consideration of my application to volunteer. I understand that misrepresentation or omission of required information is just cause for non-appointment as a volunteer with Ohio State University Extension. I understand that I serve at the pleasure of the Ohio State University Extension and agree to abide by the policies of Ohio State University Extension and the Ohio 4-H Program and to fulfill the volunteer responsibilities to the best of my ability.*

**Applicant Signature:** **Date:**

Return completed application to your OSU Extension County Office visit [extension.osu.edu](http://extension.osu.edu) for your county's current address and more info.

**IV. CLUB AND/OR COMMITTEE INFORMATION**

**Do you intend to work with an existing club or establish a new club in Ashland County or do you intend to serve on a county committee?**

Existing Club       New Club       Serve on \_\_\_\_\_ Committee \*

**If you are planning to work with an existing club, please list the name of the club and the organizational advisor. Have the organizational advisor sign below to verify understanding of your intentions.**

Club Name: \_\_\_\_\_

Name of Organizational Advisor: \_\_\_\_\_

Signature of Organizational Advisor: \_\_\_\_\_

\*Some committees have additional selection policies which will take place after acceptance as a volunteer.

**Please return the application and standards of behavior form promptly in order to be considered for volunteer status during the upcoming program year. Mail or drop off to:**

Ohio State University Extension  
Ashland County 4-H Youth Development Program  
1763 State Route 60  
Ashland, Ohio 44805

For office use only -----

- Application Complete
- Standards of Behavior Signed
- Background Check
- Reference 1
- Reference 2
- Reference 3
- Interview
- Notification of Acceptance/Denial
- Orientation

**VOLUNTEER STANDARDS OF BEHAVIOR**

These Standards of Behavior are accepted by volunteers who commit to an Ohio State University Extension ("OSUE" or "Extension") program as a condition of their volunteer status. The Standards of Behavior shall guide volunteer's behavior during their involvement in Extension programs. Just as it is a privilege for Ohio State University to work with individuals who volunteer their time and energies to the organization, a volunteer's involvement with OSUE is a privilege and a responsibility, not a right.

OSUE provides quality educational programs accessible to all Ohio citizens. The primary purpose of this Standard of Behavior is to ensure the safety and well-being of all Extension program participants (i.e., members, their parents and families, professionals, and volunteers). Volunteers are expected to function within the guidelines of OSUE and the individual program area (4-H, Agricultural & Natural Resources, Family & Consumer Sciences, and Community Development). Extension volunteers shall act with personal integrity.

Ohio State University Extension volunteers will:

- Uphold volunteerism as an effective way to meet the needs of youth and adults.
- Uphold each individual's right to dignity, self-development, and self-direction.
- Accept supervision and support from professional Extension staff while involved in the program.
- Accept the responsibility to represent their individual county Extension program and The Ohio State University.
- Conduct themselves in a courteous and respectful manner, exhibit good sportsmanship, and provide positive role models for all youth.
- Respect, adhere to, and enforce the rules, policies, and guidelines established by their individual county Extension program and OSUE.
- Not engage in abusive behaviors that physically or verbally threaten or harm any Extension program participant, including youth.
- Not possess or consume intoxicating substances including drugs or alcohol while responsible for the care, custody or control of 4-H participants.
- Not engage in any act prohibited by law.
- Comply with all civil rights laws and policies, including but not limited to OSUE equal opportunity, anti-discrimination laws, program participant policy.
- Perform duties in a responsible and timely manner as outlined in the position description.
- Immediately report any threats to the volunteer's emotional or physical well-being to the county Extension professional.
- Accept the responsibility to promote and support Extension programs in order to develop an effective county, state, and national program.
- Handle animals and operate machinery, vehicles, and other equipment in a responsible manner.

I understand and agree that as a volunteer:

- In accordance with Ohio State University policy, Self-Disclosure of Criminal Convictions Policy 4.17, I am required to self-disclose criminal convictions within three business days of the conviction.
- I will follow Ohio State University Institutional Data Policy, which specifies requirements for protecting institutional data, including but not limited to 4-H member and volunteer personal data.
- I will uphold and support the responsible and lawful use of social media. In so doing, I will not create or post social media content that is abusive, threatening, defamatory, obscene, harassing, or creates a hostile environment.
- I will report any child abuse, sexual abuse, or neglect in accordance with university policy.
- I will not intentionally or purposefully place myself in a position alone with a member of a vulnerable population, in a one-on-one situation, including, but not limited to sleeping quarters with participants.
- I will not, under any circumstances, physically, verbally, or emotionally abuse or fail to provide the basic necessities of care, such as food or shelter to participants.
- I will endeavor to provide a safe and healthy program/camp experience for all participants.
- My volunteer status is subject to immediate suspension or termination based on any act or omission that Extension determines to be contrary to any portion of these standards or otherwise in conflict with the goals of OSUE.

I have read, understand, and agree to be bound by the **VOLUNTEER STANDARDS OF BEHAVIOR** outlined above.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

Updated 11/2020



**THE OHIO STATE UNIVERSITY**  
COLLEGE OF FOOD, AGRICULTURAL,  
AND ENVIRONMENTAL SCIENCES



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