

4-H New Leader and Volunteer Package

September 2022

Dear 4-H Volunteer Leader:

Thank you for choosing the 4-H program as the organization for you to commit your valuable time to. The 4-H New Brunswick program could not exist without volunteer leaders. I am sure you have volunteered with 4-H because you care about young people and want to help them grow and develop.

To ensure we are providing a safe environment for our 4-H members to Learn To Do By Doing, volunteer screening is a mandatory process for all 4-H Clubs across the country. Volunteer screening has been in place in N.B. since 1998. It has two goals:

- To protect 4-H members- we want to ensure that 4-H provides a safe environment for young people to learn and grow!
- For leaders- to ensure that your experience is rewarding, we are developing a training program to enhance your confidence and leadership skills.

In this package you will receive:

- Job description
- Application form
- Three reference forms
- Criminal Record Check/Vulnerable Sector Check information letter
- Volunteer Interview Questions
- COVID-19 Waiver
- Commit to Kids and Youth Safety Training

Without this information, our insurance company will not provide 4-H with complete coverage. **All leaders must be screened or they cannot be part of our program. You are not part of our 4-H program until you are fully screened and you should not be working with 4-H members until you are fully screened and your application has been approved by the NB 4-H Office.**

By November 30, 2022, all leaders must have filled out the above information and have forwarded it to the Provincial Office in Gagetown. Please make sure all information is properly filled in.

First, let us tell you that we understand that we are asking a lot of you as a volunteer. However, 4-H New Brunswick as an organization is dedicated to youth, has the goal of setting high standards for the screening and training of volunteers like you. We believe that if we give you the tools to do your job well, and if you know what is expected of you, that you will excel at being a 4-H leader.

Second, we want to ensure you that all of the documents that you send to us are kept in the strictest confidence. The documents are held at the Provincial 4-H Office in Gagetown. 4-H New Brunswick protects your personal information by adhering to all legislative requirements with respect to privacy. We use your personal information to provide services, to keep you informed about 4-H activities, for statistical and research purposes, to satisfy government and regulatory obligations and we may contact you from time to time with regard to new initiatives.

Good luck with your work with 4-H and thank you again for donating your valuable time and energy to enrich the lives of the 4-H youth.

Thank you for taking the time to complete our registration package. We ask for patience and understanding as we work together to complete this process. Contact me at director@nb4h.com if you have any questions.

Sincerely,

Ally McConchie

Program Coordinator

New Brunswick 4-H Council Ltd.

Job Description:

If you are planning to be a 4-H Leader, you will need to complete training to become a Trained Leader. All leaders and volunteers are now required to complete all screening and training. Screening and training are valid for three years. After three years, there will be refresher training required to upkeep your leader status. The training requirements to become a new leader or volunteer are:

1. Complete the Application Form
2. Complete the Interview Questions with the Organizational Leader
3. Sign the Code of Conduct/Covid-19 Waiver
4. Provide three written references
5. Provide a Criminal Record Check
6. Complete the Commit to Kids Training
7. Complete the Youth Safety Training

You will hear more from the Provincial 4-H Office on when and how this training will be delivered as soon as the information is prepared.

Notes for Leaders:

1. You are **not** authorized to act in a 4-H volunteer/leader capacity until your application is approved
2. **Leaders and volunteers must complete Commit to Kids Sexual Abuse Prevention Training.** This is the online training module required by 4-H Canada. It can be accessed on 4-H Learns (www.4-h-learns.org) You will have to sign in and create an account. It is roughly 2.5 hours in length. 4-H leaders must be re-certified every 3 years. If a leader has a break in their service, they must also be re-certified.

Job Description for Organizational Leaders and Assistant Organizational Leaders:

Purpose	<ul style="list-style-type: none">○ To lead the 4-H club through its annual work, and support and assist project leaders, members, and families in the 4-H program.○ Contribute to the mission of the 4-H New Brunswick program-to develop life skills for its members and leaders and will improve the quality of life and increase awareness of agriculture and the environment for all stakeholders.
Responsibilities	<ul style="list-style-type: none">○ Be an adviser to club members, leaders, and parents.○ Ensure the 4-H New Brunswick registration and leader screening procedures are completed and that required provincial and district fees are submitted if applicable.○ Support members in the development and operation of the club's program plan.○ Assist with the recruitment of project leaders.○ Ensure club fills all elected positions.○ Help the club's elected officers learn and carry out their duties.○ Ensure information received from the Provincial 4-H Office is shared with the club members and leaders.○ Aid in organizing the club general meeting by helping the executive to develop an agenda, find a meeting place, and use proper parliamentary procedure.○ Ensure members and their families are informed of club requirements and members expectations at the beginning of the year.

	<ul style="list-style-type: none"> ○ Maintain good communication with project leaders and ensure project leaders hold regular project meetings. ○ Ensure the club maintains accurate minutes and financial records. ○ Encourage members and leaders to complete personal 4-H record books. ○ Ensure club follows 4-H New Brunswick regulations. Must have 6 members registered between the ages of 6 and 21. ○ Ensure the club has a current constitution and follows it. ○ Liaise with other 4-H clubs, district councils, and the community. Share information from these sources with the club. ○ Keep the overall mission of the 4-H program in mind at all times.
Requirements	<ul style="list-style-type: none"> ○ Minimum of 22 years ○ Must have completed 4-H New Brunswick leader screening process. ○ Demonstrated ability to work with youth and commitment to growth in personal development. ○ Positive, enthusiastic, honest and energetic. ○ Good organizational, communication and time management skills. ○ Ability to work with diverse age groups and a variety of learning levels. ○ Ability to delegate duties. ○ Basic understanding of financial bookkeeping. ○ Valid driver's license, if transporting youth. ○ Complete new leader training program.
Mandatory Screening Procedures	<ul style="list-style-type: none"> ○ Applicants must submit the following to Provincial 4-H Office: <ul style="list-style-type: none"> - Application form - Three written references - Commit to Kids Sexual Abuse Prevention Training - Youth Safety Training - Completed Criminal Record Check and Vulnerable Sector Check
Benefits	<ul style="list-style-type: none"> ○ Fun! Fun! Fun! ○ Satisfaction, personal development, and fulfillment through working with youth. ○ Enhance leadership, communication, and organizational skills. ○ Opportunities for leadership training, personal growth and travel. ○ Become part of the 4-H family!
Time Commitment	<ul style="list-style-type: none"> ○ September to August (depending on the club year) ○ Approximately 10 hours per month depending on extent of club activities and committee work. ○ A minimum of 10 general meetings.
Location	<ul style="list-style-type: none"> ○ To be determined based on location of the 4-H families.
Supervision	<ul style="list-style-type: none"> ○ Responsibility of club-leaders must be elected or approved by the club each year. ○ Club leaders supervises-project leaders, assistant leaders and members.
Cost	<ul style="list-style-type: none"> ○ May include out of pocket expenses for club supplies that are generally reimbursed by club funds (Receipts must be submitted to club treasurer) ○ Other personal expenses may include mileage, telephone calls, and meals.

Job Description for Project Leader:

Purpose	<ul style="list-style-type: none"> ○ To teach 4-H members (ages 6-21) technical knowledge and project skills. ○ Contribute to the mission of the 4-H New Brunswick program - to develop life skills for its members and leaders and will improve the quality of life and increase awareness of agriculture and the environment for all stakeholders.
Responsibilities	<ul style="list-style-type: none"> ○ Determine project objectives and teaching methods; design lesson plans ○ Ensure members and their families are informed of project requirements at the beginning of the year. ○ Communicate with parents about finances and assistance required. ○ Secure a meeting place and supplies for project meetings. ○ Provide a safe working environment for project lessons. Monitor risk associated with such projects. ○ Meet with members as required and teach project lessons. ○ Evaluate member's performance on an on-going basis. Offer encouragement/support in cooperation with members and parents, develop, monitor, and report budget for project to the general club for approval. ○ Find resource people as needed. ○ Attend general club meetings and functions; participate on committees as required by the club. ○ Work with the club leader and other project leaders to help plan achievement day. ○ Ensure 4-H New Brunswick guidelines are followed. ○ Keep the best interest of all 4-H members in mind at all times.
Requirements	<ul style="list-style-type: none"> ○ Minimum of 22 years of age ○ Must have completed 4-H New Brunswick leader screening process. ○ Demonstrated ability to work with youth and commitment to growth in personal development. ○ Positive, enthusiastic, honest and energetic. ○ Combination of education and experience related to the project (or willingness to learn). ○ Good organizational, communication and time management skills. ○ Ability to work with a diverse age group and a variety of learning levels. ○ Valid drivers license, if transporting youth. ○ Complete leader training.
Mandatory Screening Procedures	<ul style="list-style-type: none"> ○ Applicants must submit the following to the Provincial 4-H Office: <ul style="list-style-type: none"> - Application form - Three written references - Commit to Kids Sexual Abuse Prevention Training -Completed Criminal Record Check and Vulnerable Sector Check -Youth Safety Training
Benefits	<ul style="list-style-type: none"> ○ Fun! Fun! Fun! ○ Satisfaction, personal development and fulfillment through working with youth. ○ Enhance leadership, communication, and organizational skills. ○ Opportunities for leadership training, personal growth and travel. ○ Become part of the 4-H family.
Time Commitment	<ul style="list-style-type: none"> ○ September to August (depending on the club year) ○ Hours vary depending on leader's experience and the project. ○ Attend all general club meetings.
Location	<ul style="list-style-type: none"> ○ To be determined based on location of the 4-H family
Supervision	<ul style="list-style-type: none"> ○ Responsible to general club leader. ○ Must be elected or approved by the 4-H club each year. ○ Supervises project members and judges.
Costs	<ul style="list-style-type: none"> ○ May include out of pocket expenses for project supplies that are generally reimbursed by club funds. (Receipts must be submitted to club treasurer) ○ Other personal expenses may include mileage, telephone calls, and meals.

4-H New Brunswick Leader and Volunteer Application Form

BASIC INFORMATION

Name (Mr., Mrs., Miss, Ms.) _____ Date of Birth (M/D/Y) ____/____/____

Address _____ Postal Code _____

If less than three years at this residence, previous address (es)

Phone # (Day) _____ (Evening) _____ E-mail: _____

New Brunswick Driver's License Number: _____

Name of 4-H Club: _____ 4-H District: _____

PREVIOUS EMPLOYEMENT HISTORY

List current or most recent experience first. Please note any experience with other youth organizations.

Organization or Employer	Position or Responsibility	Date (from m/y – to m/y)

SKILLS, TRAINING, EDUCATION, INTERESTS, HOBBIES:

4-H EXPERIENCE (check one)

Have you ever been a 4-H Member? Yes ____ No ____ If yes, where? _____

Have you ever been a 4-H Leader? Yes ____ No ____ If yes, where? _____

What year did you become a 4-H leader? _____

INTEREST

Why do you feel you want to volunteer in the 4-H program?

What do you feel you can contribute to the 4-H program?

What would you like to gain from your 4-H experience?

Have you been denied application to any other youth serving organization? If so, for what reason?

REFERENCES:

Below, list three people who have definite knowledge of your qualifications and **have known you for more than two years**. These individuals could include a current employer; a co-worker; or supervisor in a youth serving organizations (or someone with knowledge of your ability to work with children); a family physician; a 4-H leader; church clergy; etc. References from a family member will not be accepted. Three Reference Letter forms are included in this application package. Give each of your references listed below a Reference Letter form. Ask each reference to complete and return the form to the Provincial 4-H Office.

#1

Name _____ Phone _____

Address _____ Town/City _____ Province _____ Postal Code _____

#2

Name _____ Phone _____

Address _____ Town/City _____ Province _____ Postal Code _____

#3

Name _____ Phone _____

Address _____ Town/City _____ Province _____ Postal Code _____

I authorize contact of listed references. I understand that misrepresentation or omission of facts requested is cause for non-appointment as a 4-H leader. I have read and understand that the above

information is to be kept at the Provincial Office, as well as other accompanying information, in the strictest confidence.

At 4-H events we sometimes take pictures of delegates and activities for possible use in marketing publications or the website to help promote 4-H. As such we request your permission to use images of yourself participating in 4-H events.

_____ I hereby authorize 4-H New Brunswick to use photographs of me in 4-H publications to promote 4-H activities or on the 4-H website.

_____ Please do not use photographs of me in 4-H publications to promote 4-H activities or on the 4-H website

I acknowledge that I have read the Youth Safety at 4-H in Canada document that includes the following national 4-H policies:

- Code of Conduct Policy
- Inclusion Policy
- Screening and Training Policy
- Youth Supervision Policy
- Safety Assessment and Management Policy
- Misconduct Reporting Policy
- Duty to Report Policy
- Transportation Policy
- Youth Travel and Procedures Policy

I understand the content of these documents. I acknowledge that I will comply with these standards and all 4-H policies applicable to my role. I acknowledge that there are consequences to non-compliance with the Code of Conduct on the part of me or anyone accompanying me, including family members who are in attendance at a 4-H activity or event. Consequences may be applied as deemed appropriate and necessary, and may affect my ability to participate in 4-H.

I also understand that this is an application. I am not authorized to act in a 4-H volunteer/leader capacity until my application is approved.

Signature

Date

4-H New Brunswick Volunteer Leader Reference Letter Form:

The Applicant is applying for a volunteer position with 4-H New Brunswick. In this role, they will be in a position of authority with youth 4-H members aged 6-21, and in a leadership capacity as a role model, mentor, or instructor. Please complete the questions thoroughly and honestly. Your responses will be used for the purpose of determining the applicant's suitability for volunteer position with the New Brunswick 4-H Council. It is required that you have known the applicant for a minimum of two years and are not related to them.

Please complete these questions thoroughly and honestly. Your responses will be held in the confidence by the Provincial 4-H Office in Gagetown and used for determining the applicants' suitability for a volunteer leader position with 4-H New Brunswick. Thank you for your time!

You have been asked to be a reference for:

Name _____

How long have you known the applicant? _____

What is your relationship to the applicant? (Check one or more)

Acquaintance _____ Co-worker _____ Supervisor _____ Employer _____ Other

On a scale of 1-5 (with 5 being the highest), how would you describe the applicant's level of:

Responsibility _____ Dependability _____ Leadership _____ Integrity _____
Cooperation _____

Other comments I would like to make regarding the above areas are:

Would you feel comfortable having the applicant work in a leadership capacity and position of authority with your son, daughter, or any other child for whom you are responsible?

Yes _____ No _____ if no, please explain why not.

Have you any reason to believe that the applicant has problems with alcohol or drugs?

Yes _____ No _____ if yes, please explain why.

Have you any indication to believe that the applicant may be abusive verbally, physically, or sexually to others, especially youth?

Yes _____ No _____ if yes, please explain why.

Have you any reason to believe the applicant may be unfit for a volunteer 4-H role?

Yes _____ No _____ if yes, please explain why.

Would you have any hesitation in recommending the applicant as a volunteer 4-H leader?

Yes _____ No _____ if yes, please explain why.

Other comments. (Please include a separate page if necessary)

Name (Print)

Phone Number

Email

Address

Street

Town/City

Province

Postal Code

Signature

Date

Please Return All Reference Forms to:

4-H New Brunswick

90 Upper Hampstead Road

Gagetown, NB

E5M 1W4

Email: director@nb4h.com

4-H New Brunswick Criminal Record Check Information Letter

September 2022

Dear 4-H Volunteer,

Thank you for your interest in becoming a 4-H leader. As part of the 4-H leader screening process, all leaders must undergo a **Criminal Record Check and Vulnerable Sector Check**. Take this letter and proper identification, such as Driver's License and Birth Certificate, to your local R.C.M.P or local police detachment.

You may have to pay a fee for the record check, although most police detachments do not charge volunteers. You may also be asked to submit your fingerprints in order to complete the record check.

The results of the criminal record check and vulnerable sector check will be given to you or mailed to you. Attach the results to your completed application form and forward both to the New Brunswick 4-H Office.

Thank you for your cooperation.

Sincerely,

Ally McConchie

Program Coordinator

4-H New Brunswick Council Ltd.



4-H New Brunswick Consent for Criminal Record Search/Vulnerable Sector Check:

Note: Take this signed consent form to the R.C.M.P or Local Police detachment that will conduct the search. The results of a criminal record search can only be released to you, the applicant.

Full Name of Applicant:

Surname	Birth Surname	Given Names
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Birthdate: ____ / ____ / ____ Birthplace: _____

Y	M	Day	City	Country
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Address _____

#	Street Name	City	Province	Postal Code
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Phone Number () _____

Driver's License Number: _____

Driver's License held in the province of: _____

Whereas I have applied for a sensitive position of trust as a volunteer and will be involved in the safety and well-being of 4-H New Brunswick members 6-21 years of age. I am required by the 4-H program to disclose whether or not I have any convictions or am currently charged under Federal or Provincial enactment:

And Whereas I understand that disclosure of a criminal record may not necessarily preclude me from the function I have applied for:

And Whereas I understand that if 4-H New Brunswick should decide any convictions or charge disclosed might preclude me from the function I have applied for, I will be given an opportunity to discuss that criminal record.

I, therefore, authorize the _____ (Police Agency), on my behalf, to inquire into and determine whether or not I have a criminal record. I will return this original form to 4-H New Brunswick. I understand that 4-H New Brunswick shall return the details of any record, in confidence.

To this end, I herewith affix my signature.

Signature _____ Date _____

Volunteer Interview Questions:

This portion of the Volunteer Screening application is to be completed, and then shared and discussed with your Organization Leader. Once completed, the Organization Leader will need to sign the bottom of the form.

1. Why do you want to volunteer with 4-H?

2. What does being a 4-H volunteer mean to you? What do you envision the role being like?

3. What kind of hobbies or interests do you have that would help you with being a 4-H volunteer?

4. What are some of your qualities or strengths that would make you a great volunteer with the 4-H organization?

5. How would others describe your leadership skills?

Volunteer Scenario Questions:

Scenario 1: During a discussion with a parent of a member, it comes to your attention that one of the project leaders has been inviting two of the seven members in the woodworking group to their home to continue to work on 4-H projects after each meeting. The parent also lets you know that there has been at least one occasion where the leader was alone with just one 4-H member after project meetings.

What concerns would you have? What are your responsibilities, as a screened volunteer, in this situation? What steps would you take in order to resolve this situation?

Scenario 2: During the treasurer report at the club's general meeting, a parent interrupts to voice their concern that the club funds aren't being distributed amongst the different project groups fairly. Another parent speaks up —saying that only a few families ever show up for fundraisers and doesn't feel the other groups should even receive any of the funds. Soon, other parents, and even one of the club leaders join in, arguing back and forth. The treasurer (youth member) is visibly upset, and the president (youth member) is struggling to be heard by the other youth members at the meeting.

What concerns would you have? What are your responsibilities, as a screened volunteer, in this situation? What steps would you take in order to resolve this situation?

I, as the Head Leader in the _____ Club have reviewed the answers given by the applicant. I acknowledge that should I have any questions or concerns, that I can contact the 4-H New Brunswick Provincial Office.

Organization Leader Signature _____

Date: _____

Code of Conduct for 4-H in Canada

As a positive youth development organization, we are committed to providing 4-H members with meaningful experiential learning opportunities within an environment that is safe, inclusive and fun for all involved. This is the responsibility of everyone involved in any 4-H activity.

This Code of Conduct applies to:

- 4-H youth members and their families;
- 4-H trained leaders and screened volunteers;
- camp counsellors and youth leaders;
- non-screened guests;
- 4-H staff and governing leadership;
- 4-H program partners; and
- other participants or observers of 4-H events.

I will:

Represent 4-H and myself in a positive way

- Use words, actions, and behaviours that are respectful, non-judgmental, and kind, towards all youth, leaders, volunteers, staff, families, and participants.
- Honour the 4-H Pledge and participate in the spirit of good sportsmanship, respecting rules and guidelines.
- Ensure all actions, including social media activity, is positive and reflects the integrity of 4-H.
- Act with honesty and integrity when dealing with property, monies, and other assets being used for 4-H purposes.
- Respect other youth, leader, volunteer and staff's, rights to privacy and the confidentiality of personal information.
- Provide appropriate animal care according to industry codes of practice (nfacc.ca).
- Abide by all federal and provincial laws.

Promote a safe, inclusive, and fun environment

- Be vigilant in ensuring an environment that is safe and protects youth, leaders, volunteers and staff from emotional, physical, verbal and sexual abuse.
- Refrain from using drugs or alcohol during any 4-H youth events.
- Make all reasonable efforts to ensure equal opportunity and access to participation for all 4-H youth members and abide by the 4-H Canada's Inclusion Statement.
- Uphold the 4-H motto "Learn To Do By Doing" in an environment that is friendly and fun.

Lead by example

- Adhere to the policies and procedures of 4-H Canada and provincial organizations.
- Act as a positive role model.

- Work collaboratively with all, including 4-H members, families, fellow leaders and volunteers, staff, and guests.

In addition, trained leaders, screened volunteers, and staff will:

- Fulfill their responsibilities as outlined in the position description, and act within the limitations of authority for the position.
- Maintain the confidentiality of any information regarding 4-H that was obtained as part of the position.

Acknowledgement

Provincial councils, regions, districts, areas, associations and/or clubs may have additional guidelines or policies. It is the responsibility of each 4-H participant to familiarize themselves with the rules that pertain to their individual participation in 4-H events and activities.

By signing this Code of Conduct, I acknowledge that I will comply with these standards and all 4-H policies applicable to my role.

I, _____ (print name), in my role as _____ acknowledge that there are consequences to non-compliance with this Code of Conduct on the part of me or anyone accompanying me, at a 4-H activity or event. After an investigation, consequences may be applied as deemed appropriate and necessary, and may affect my ability to participate in 4-H.

I understand that if I observe behavior that violates this Code of Conduct, I have a duty to report it to the authorities and/or 4-H where appropriate. Please reach out to your provincial 4-H organization for incident reporting forms and the filing process.

Signature of participant

Date

Parent / Guardian if participant is under 19

Date

This document is valid for the current 4-H year only and must be read, signed annually, and kept on file with your provincial organization.

4-H New Brunswick

Assumption of Risk and Waiver: Coronavirus/COVID-19

IMPORTANT YOUR LEGAL RIGHTS ARE IMPACTED BY THIS DOCUMENT. PLEASE REVIEW IT CAREFULLY BEFORE SIGNING

In the face of the worldwide health emergency caused by Coronavirus/COVID-19, 4-H Canada, the various 4-H provincial organizations, and the 4-H community clubs operating throughout Canada (collectively, “4-H”), recognize the desire to return to 4-H programming for the benefit of our members, with safety being our first priority. Despite this desire, 4-H cannot guarantee that you will not become infected with Coronavirus/COVID-19 as a result of participation in 4-H programming. Further, 4-H programming could increase the risk that you could become infected with Coronavirus/COVID-19. This Assumption of Risk and Waiver is intended to limit the ability of you recover damages against 4-H – it should be read carefully.

Please read carefully and initial each acknowledgement:

In consideration of participating in 4-H programming, related events and activities, participate in 4-H programming, related events and activities, the undersigned acknowledges the following:

Acknowledgements (these acknowledgements impact your legal rights)	Initials
1. Coronavirus/COVID-19 is highly contagious and I voluntarily assume the risk that I may be exposed to or infected by Coronavirus/COVID-19 by participating in 4-H programming; and that such exposure or infection may result in personal injury, illness, permanent disability, or death to myself, or other family members or individuals that I may interact with outside of 4-H programming. I understand that many public health authorities may still recommend practicing social distancing.	
2. I understand and acknowledge that the risk of me becoming exposed to or infected by Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others, including, but not limited to, 4-H employees, volunteers, and program participants and their families. I further agree and acknowledge that I am increasing the risk of myself becoming exposed to or infected by Coronavirus/COVID-19 by participating in 4-H programming.	
3. I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to myself, and other family members or individuals that I may interact with outside of 4-H programming, including, but not limited to, personal injury, disability, and death, illness, damage, loss, claim, liability, or expense, of any kind, that I, or other family members or individuals that we may interact with outside of 4-H programming may experience or incur in connection with my participating in 4-H programming.	
4. On my behalf, my heirs, any personal representatives, and next of kin, I hereby release, covenant not to sue, discharge, and hold harmless 4-H, and their respective employees, volunteers, agents, representatives, and affiliates, of and from all claims, including all liabilities, claims, actions, damages, costs or expenses of any kind, arising out of or relating thereto. I understand and agree that this release includes any claims based on the actions, omissions, or negligence of 4-H or their respective employees, volunteers, agents, representatives, and affiliates, whether a Coronavirus/COVID-19 infection occurs before, during or after participation in 4-H programming.	

5. I understand that by signing this document, I agree that if I am exposed to or infected by Coronavirus/COVID-19 during participation in 4-H programming, then I may be found by a court of law to have waived our right to maintain a lawsuit for a claim of negligence.	
6. I represent that I, do not have any medical or physical condition which could interfere with our safety in 4-H programming, or else I am willing to assume the risk of and bear the costs of all risks that may be created, directly or indirectly, by any such condition.	
7. I have had sufficient time to read this entire document and, should I choose to do so, consult with legal counsel prior to signing. Also, I understand that this activity might not be made available to me if I were to choose not to assume the risks herein and waive the rights herein, and I agree that the opportunity to participate in return for the execution of this document is a reasonable bargain.	
8. I agree that I will practice safe social distancing and clean hygiene during my participation in 4-H programming.	
9(a). Neither myself are experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell, and I agree that I will not participate in any future 4-H programming if we are experiencing symptoms of illness.	
9(b). I have not traveled internationally within the last 14 days, and I agree that I will not participate in any future 4-H programming if we have traveled internationally within 14 days of the programming.	
9(c). I have not traveled to a highly impacted area within Canada in the last 14 days, and I agree that I will not participate in any future 4-H programming if I have traveled to a highly impacted area within Canada within 14 days of the 4-H programming.	
9(d). I have not been diagnosed with Coronavirus/Covid-19 and not yet cleared as non-contagious by provincial or local public health authorities, and I agree that I will not participate in any future 4-H programming if we are diagnosed with Coronavirus/Covid-19 and not yet cleared as non-contagious by provincial or local public health authorities.	
9(e). I do not believe that I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19, and I agree I will not participate in any future 4-H programming if I believe that I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19.	
9(f). I am following all public health authority recommended guidelines and limiting my/our exposure to the Coronavirus/COVID-19, and I agree I will not participate in any future 4-H programming unless we continue to follow all public health authority recommended guidelines and limit my/our exposure to the Coronavirus/COVID-19.	

I have read and understood this document and I agree to be bound by its terms.

Print Name

Signature

Date

Commit to Kids and Youth Safety:

1. Commit to Kids Training:


- Go to <https://4-h-canada.ca/> and select 4-H LEARNS from the Leader Resources drop down at the top of the page.
- Sign up and create an account.
- Once logged into 4-H LEARNS, select Volunteer Training from the LEARN menu.
- Click on Item 2 “Complete volunteer and staff eLearning training”.
- Click on the Commit to Kids link designated for your province.
- Learners will then be taken to the Canadian Centre for Child Protection site where they will need to create a CtK account and then be able to log in and complete the training.
- Once they have created the CtK account they can bookmark it and then return to it to complete the training in multiple sessions without returning via the 4-H Learns site.

2. Youth Safety Training: The Youth Safety Training will be offered in Zoom session by the Program Coordinator. Once you submit your application to be a leader, your email will get added to a list for the next available Zoom session. These sessions are on weeknights beginning around 7pm. It is important that you try to attend the session as you are not able to act as a leader until you have completed all required training.

NEW BRUNSWICK 4-H COUNCIL EVALUATION FORM

The New Brunswick 4-H Council would appreciate your feedback regarding the screening procedures that you completed in order to become a volunteer leader with the 4-H program. Please take a moment to complete this form.

On a scale of 1-5 (with 1 indicating strongly disagree and 5 indicating strong agreement) please rate the following:

- | | Strongly
disagree | |  | Strongly
agree |
|--|------------------------------|---|---|---------------------------|
| 1. The information package was easy to follow and adequately explained the screening procedures required. | 1 | 2 | 3 | 4 5 |
| 2. The application form was easy to complete and asked relevant questions | 1 | 2 | 3 | 4 5 |
| 3. The criminal record search process was easy to complete and did not prove cumbersome to carry out. | 1 | 2 | 3 | 4 5 |
| 4. The Screening Policies for volunteer leader positions with 4-H are realistic, responsible and concise. | 1 | 2 | 3 | 4 5 |
| 5. The Screening Procedures for volunteer leader positions did not prove to be overly cumbersome to carry out. | 1 | 2 | 3 | 4 5 |
| 6. Other comments regarding the impact of the screening and training materials that I/We | 1 | 2 | 3 | 4 5 |

Would like to make are:

Return to:

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Email: director@nb4h.com