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RSO	_____
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**CONFIDENTIAL INFORMATION**  
**U of I EXTENSION VOLUNTEER APPLICATION**  
(To be completed by volunteers in University of Illinois Extension)

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip

Date of birth: \_\_\_\_\_ Phone: Day \_\_\_\_\_ Evening \_\_\_\_\_ Best time to call \_\_\_\_\_  
Month/Day/Year

Race (select 1 or more): \_\_\_\_\_ White \_\_\_\_\_ Black/African American \_\_\_\_\_ American Indian/Alaskan Native \_\_\_\_\_ Asian  
\_\_\_\_\_ Native Hawaiian/Pacific Islander \_\_\_\_\_ 2 or more races \_\_\_\_\_ Other race \_\_\_\_\_

Ethnicity (select 1): \_\_\_\_\_ Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Not listed \_\_\_\_\_ Prefer not to state \_\_\_\_\_

Residence: \_\_\_\_\_ Town under 10,000 or rural non-farm \_\_\_\_\_ Town/City of 10,000-50,000 \_\_\_\_\_ Farm \_\_\_\_\_ Suburbs of a city of  
over 50,000 \_\_\_\_\_ City with population over 50,000

**REFERENCES:** List three persons we may contact who have definite knowledge of your qualifications representing personal character, employment, or volunteer-related work and family relationships. Include complete addresses. **Make sure to indicate if the letter should be in Spanish.**

**Personal/Character Reference:**

NAME: \_\_\_\_\_ Phone: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Spanish Letter? \_\_\_\_\_ YES  
Street, R.R. #, Box #, Apt # City State Zip

**Work or Volunteer Reference:**

NAME: \_\_\_\_\_ Phone: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Spanish Letter? \_\_\_\_\_ YES  
Street, R.R. #, Box #, Apt # City State Zip

**Family Member Reference:**

NAME: \_\_\_\_\_ Phone: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Spanish Letter? \_\_\_\_\_ YES  
Street, R.R. #, Box #, Apt # City State Zip

Will you be driving a motor vehicle as part of your volunteer agreement? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, you must show a valid driver's license and proof of liability insurance to the University of Illinois Extension Unit Office.

I, authorize the University of Illinois to contact listed references, a national background check, a DCFS Child Abuse and Neglect Tracking System (CANTS) background check, and other sources as necessary.

I understand that I must be officially accepted before beginning my volunteer position. I understand that misrepresentation or omission of facts requested in this application is cause for rejection as an Extension volunteer. I agree to fulfill the responsibilities of this volunteer position to the best of my ability if appointed. I understand that failure to comply with the rules may lead to dismissal from this volunteer position.

Further, I agree to complete Protection of Minors training mandated by University of Illinois Extension and to follow any rules related to the University's Protection of Minors Policy, including mandated reporting to the University of Illinois Police Department (217-333-1216) and a University of Illinois Extension employee of the unit for which I am volunteering (e.g., County Director).

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

## 4-H VOLUNTEER QUESTIONS

Have you been in 4-H? Yes\_\_ No\_\_\_\_\_ If yes, where? \_\_\_\_\_

Have you been an Extension youth program leader? Yes\_\_ No\_\_\_\_\_ County/State\_\_\_\_ Years as leader\_\_\_\_\_

Where? City\_\_\_\_\_County\_\_\_\_\_State\_\_\_\_\_

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

Why are you interested in this youth program volunteer position?

List skills, training and education:

Describe your present and previous work experience: (List current or most recent experience first.)

EMPLOYER	JOB TITLE	YEARS

Describe volunteer roles with any other community groups: (List current or most recent experience first.)

ORGANIZATION	VOLUNTEER ROLE	YEARS

### 4-H CODE OF CONDUCT

The opportunity to participate in or attend 4-H activities is a privilege and not a right. All 4-H participants – youth, families, volunteers, and Extension staff – who participate in or attend any activity or event sponsored by the University of Illinois Extension 4-H Youth Development Program are expected to uphold the values of the Illinois 4-H program and conduct themselves according to the following standards. These standards also apply to online 4-H activity, including social media and internet presence.

1. **Create a Welcoming Environment for All.** Encourage everyone to fully participate in 4-H. Recognize that all people have skills and talents that can help others and improve the community. Though we will not always agree, we must disagree respectfully. When we disagree, try to understand why. Our first priority is to create a safe, inclusive space for learning, sharing and collaboration that is welcoming to people from diverse backgrounds, cultures, and perspectives. Diversity includes, but is not limited to: race, color, religion, political beliefs, national or ethnic origin, immigration or citizenship status, sex, gender identity and expression, transgender status, sexual orientation, age, marital or family status, educational level, learning style, pregnancy, physical appearance, body size, and individuals with disabilities.
2. **Bring Your Best Self.** Conduct yourself in a manner that reflects honesty, integrity, self-control, and self-direction. Accept the results and outcomes of 4-H contests with grace and empathy for other participants. Accept the final opinions of judges and evaluators. Be open to new ideas, suggestions, and opinions of others.
3. **Obey the Law.** Commit no illegal acts. Do not possess, offer to others, or use alcohol, illegal drugs, or tobacco products which include e-pens, e-pipes, e-hookah, e-cigars, JUULs, vapes, vape pens or other electronic nicotine delivery systems. Do not possess or use weapons or firearms except as expressly permitted as part of supervised 4-H shooting sports programming. Do not attend 4-H activities under the influence of alcohol or illegal substances.
4. **Honor Diversity – Yours and Others’.** Respect and uphold the rights and dignity of all persons who participate in 4-H programs.
5. **Create a Safe Environment.** Do not carelessly or intentionally harm or intimidate anyone in any way (verbally, mentally, physically, or emotionally). Do not engage in romantic displays or sexual activities in either public or private situations. Be kind and compassionate toward others. Do not insult, harass, or bully others or engage in other hostile activities. Be considerate and courteous of all persons and their property.
6. **Be a Team Player.** Work cooperatively with all individuals involved in 4-H programs and activities. Be responsive to the reasonable requests of the person in charge. Respect the integrity of the group and the group’s decisions.
7. **Humane Treatment of Animals.** Treat animals humanely and teach 4-H youth to provide appropriate animal care.
8. **Participate Fully.** Participate in and contribute to planned programs, be on time and follow through on assigned tasks/responsibilities in a manner that fosters the safety, well-being, and quality of the educational experience for self and others. Have fun!
9. **Watch What You Wear.** Use good judgment. Wear clothing suited for the activity in which you will participate. Dress in a manner that is respectful to yourself and others. Clothing that displays or promotes violence, obscenity, illegal activities, discrimination, or intimidation is prohibited. Do not wear revealing clothing, such as short skirts or shorts, midriff-baring tops, or anything showing undergarments.
10. **Be a Positive Role Model.** Act in a mature, responsible manner, recognizing you are role models for others and that you are representing both yourself and the University of Illinois Extension 4-H Youth Development Program. Be responsible for your behavior, use positive and affirming language, and uphold exemplary standards of conduct at all 4-H activities.

My signature indicates I have read, understand and agree to U of I Extension Code of Conduct.

Signature\_\_\_\_\_Date\_\_\_\_\_

**Return the application at your earliest convenience to assure prompt processing. Please contact us if you have questions or need further information.**