

# Illinois 4-H Annual Volunteer Agreement



The opportunity to volunteer with University of Illinois Extension 4-H 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 values of the Illinois 4-H program.

## In the capacity as a University of Illinois Extension 4-H volunteer, I understand and agree to:

- Abide by the University of Illinois Extension Volunteer Code of Conduct.
- Work with local Extension Unit staff and other volunteers to implement a program of excellence which fosters positive youth development experiences in the community.
- Cooperate with and support Extension staff members to jointly further the missions and objectives of University of Illinois 4-H Youth Development Program.
- Consistently exhibit a professional manner to Extension staff, other volunteers, and the public.
- Comply with training and documentation as outlined, currently a minimum of 3 hours of approved continuing education annually.
- Treat others in a courteous, respectful manner demonstrating behaviors appropriate to a positive role model for youth.
- Make all reasonable effort to assure that 4-H youth programs are accessible to all. Follow guidance from Extension staff on the implementation of accommodations that will support equitable participation of youth in Extension programs.
- Not participate in or condone neglect or abuse which happens outside the program to 4-H youth participants and report suspected abuse to authorities.
- Treat animals humanely and teach 4-H youth to provide appropriate animal care.
- Follow state and federal laws and regulations as well as the policies and guidelines of the University of Illinois, local Extension Unit and 4-H sponsors and partners.
- Operate motor vehicles (including machines and equipment) in a safe and reliable manner when working with 4-H youth, and only with a valid operator's license and the legally required insurance coverage.
- Follow requirements for keeping financial records and managing 4-H funds which includes but not limited to submitting annual 4-H Club Financial Statements and supporting documentation to the University of Illinois Extension Office at the close of each 4-H program year.
- Follow risk management policies in planning club/program activities in consultation with Extension staff.
- Abide by the spirit of the above rules and follow current University of Illinois 4-H program policy.
- 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.
- Illinois Extension agrees to provide the orientation, training, supervision, and support deemed necessary by Illinois Extension for the successful engagement of volunteer responsibilities.

**I have read and understand this volunteer agreement. I am at least 18 years of age and have the full right and authority to execute this agreement. I further agree to abide by the conditions and behavioral expectations of this document. I understand that my failure to comply with these expectations may result in my termination as a University of Illinois Extension 4-H volunteer.**

Printed Name

Signature of Volunteer

Date



**Illinois Extension**  
UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

College of Agricultural, Consumer and Environmental Sciences.  
University of Illinois, U.S. Department of Agriculture, Local Extension Councils Cooperating.  
University of Illinois Extension provides equal opportunities in programs and employment.