

4-H LEADER REGISTRATION (Trained Leader—A)

2020-2021
Membership Year

4-H Saskatchewan | 3830 Thatcher Avenue, Saskatoon, SK. S7R 1A5 | Ph: 306-933-7727 | www.4-h.sk.ca



Information for Leaders:

- Each Volunteer Leader serving in a 4-H Club needs to register by completing this 4-H Leader Registration Form. Leaders who do not register with the 4-H Provincial Office by the registration deadline of November 15, 2020 will be subject to a \$20.00 late fee. New Leaders are exempt from this fee.
- All leaders must complete Volunteer Screening and Training. Volunteer Screening packages are available from the 4-H Office, or can be found on the website at www.4-h.sk.ca. Volunteer screening is valid for three years after completion. This Registration Form is NOT part of the Volunteer Screening process.
- **Each leader must complete screening by October 15, 2020 to serve as a leader in the 2020-21 4-H year.** If volunteer screening is not complete by the deadline, then volunteers will be removed from the club and unable to serve as leaders in this membership year.

4 H Volunteer Requirements and Commitment

Requirements:

I understand that being a volunteer in a Saskatchewan 4-H Club requires me to:

- Have valid volunteer screening which includes an application form, three references, a criminal record check with a vulnerable sector search and Commit to Kids Training* and Youth Safety Training
 - *Commit To Kids Training is required of all leaders new and renewing in 2020-2021
 - * In 2021-2022 all 4-H leaders and volunteers will require the Youth Safety Training to register.
- Annually, complete a Leader Registration Form, including the 4-H Volunteer Requirements and Commitment Declaration.
- Review and follow relevant policy including the [Memorandum of Understanding](#), [Youth Safety at 4-H in Canada Policies](#) and [4-H Canada New Volunteer Leader Guide](#)
- Adhere to the [4-H Saskatchewan Policies](#), the [Volunteer Memorandum of Understanding](#) and my [Club Constitution](#)
- Positively represents the 4-H movement and abide by the [4-H Canada and 4-H Saskatchewan Code of Conduct](#)
- Keep the Mission, Vision and Core Values of 4-H clearly in focus as I carry out my duties and responsibilities
- Respectfully work alongside other leaders, volunteers, staff, and directors to provide the best 4-H experience possible to all
- Complete my Volunteer Screening as a new leader and to renew every three years
- Ensure that there are **one trained and one screened** 4-H leaders or volunteers at any 4-H activity
- Report any incidents to 4-H Saskatchewan
- Report any criminal offense or disclose any incident which would disqualify me serving as a volunteer leader for youth to the provincial office.

Commitment:

I am committed to:

- Adhere to the Volunteer Requirements listed above
- Provide all youth with a safe and caring environment to Learn To Do By Doing

For More Information:

✦ The [Youth Safety at 4-H in Canada Policies](#) and [Volunteer Memorandum of Understanding](#) are important documents for Volunteers to review and understand. They are available from the Provincial 4-H Office or on the 4-H Website.

4-H Saskatchewan has policy, related to member requirements, club requirements, specific project requirements, programs, risk management and communication. Leaders should also be familiar with policy that is related to their club activities.

4 H Information for Volunteers and Leaders

About 4-H: 4-H Saskatchewan is a project-based community youth organization. We are dedicated to the growth and development of our members, leaders, volunteers and staff through our motto: "Learn To Do By Doing". 4-H is dedicated to providing an inclusive environment that allows for universal access and participation and where every adult and child is treated fairly and given the opportunity to succeed. We take pride and ownership in being organization based on our pledge, our values and our belief that the power of the 4-H experience has a positive impact on individuals, families, communities and our country.

4-H Project Requirements: A 4-H project is a unit or level under one topic area. 4-H members can participate in as many projects as they want. 4-H has existing project resources available, or members are able to develop their own in an area that is of interest to them through the 4-U Self-Determined Project. 4-H Project Leaders determine what constitutes a completed project. Some 4-H Projects (particularly those involving livestock) have **additional project-specific rules** and policies, and in some cases (Young Horse), specific waivers and/or releases.

4-H Club Requirements: Each 4-H club in Saskatchewan is an individual entity and is responsible for governing itself within the policies and procedures established by 4-H Saskatchewan. Clubs can also set their own additional policies and rules in their club constitution. Clubs have the right to decide whether or not to offer a project. To maintain good standing, each 4-H club is expected to (1) have at least **two** trained volunteers and **four** youth members (2) hold a minimum of three general meetings, elect an executive and endeavor to conduct club business using parliamentary procedure (3) participate in their District Council (4) hold a public speaking activity and an Achievement Day, and (5) properly manage and report their financial situation.

4-H Privacy Statement: 4-H Saskatchewan respects the privacy of its members, leaders, volunteers, donors, sponsors, staff and stakeholders. We manage your personal information in accordance with Saskatchewan's Freedom of Information and Protection of Privacy Act and other applicable laws. We are committed to ensuring the appropriate measures and safeguards are in place to protect the information provided to us for 4-H Saskatchewan programs. We follow legislative requirements with respect to privacy. We do not provide any outside party with your personal information without your consent, and will never rent, sell or trade mailing lists. We may disclose your personal information in circumstances where we are required to do so by law. If at any time you wish to be removed from any of our contact lists, simply contact us by phone at 306-933-7727 or at info@4-h.sk.ca. We will gladly accommodate your request.

4-H Events and Opportunities: There are many opportunities, programs and events for individual 4-H members and leaders to participate beyond their club. There are chaperone, travel, and award opportunities for leaders. These are offered through 4-H Saskatchewan and 4-H Canada. Visit the 4-H website, read your Bits & Pieces 4-H Magazine, read the Monthly 4-H update found on the 4-H website, or contact the Provincial 4-H Office for information on upcoming events and opportunities.

Important: This is a summary of important 4-H policy and requirements. Please contact the 4-H Office if you have any questions about requirements, policy, events and opportunities.

THIS PAGE IS FOR YOUR INFORMATION. IT IS NOT REQUIRED TO BE SENT TO THE 4-H OFFICE.

Volunteer Information:

First Name: _____ Last Name: _____

Birthdate: MM/DD/YYYY 4-H LEADERS MUST BE AT LEAST 18 YEARS OF AGE Gender: _____ Address: _____

Town: _____ Prov: _____ P.C: _____

Email Address: _____

Home Phone Number: _____ Mobile: _____

Work Phone Number: _____ Fax: _____

Club and Project Information:Leader Role: General Leader Asst. General Leader Project Leader Other: _____

Club Name: _____

Project(s) and Unit(s) Leading: _____

Identification:

Information is collected to help us understand our volunteers and membership, and to meet reporting requirements of funding agencies.

I am a: New Leader Returning Leader—# of Years Completed: _____My residence is best described as: Rural or Remote (Active Farm) Suburban—live near, but outside city of 10,000+
 Rural or Remote (Town/Acreage) Urban—live within city of 10,000+I self- identify as: Person living with a disability Visible Minority
 First Nation/Metis/Inuit Newcomer to Canada (within 5 years)
 LGBTQ2S+ Member of a language minority
 Senior (over 65) Under 25The language I speak at home is English French English & French Other**Photo Release** YES. I consent to the use of images of myself as described.

Photos and videos of members and leaders participating in 4-H events are used to promote and share information about our programming. 4-H retains photos in our archives and photos may be altered, copied, published or distributed to local newspaper or media, as well as 4-H Canada or sponsors/partners for use in their publications and promotional materials. By providing your consent, you grant the Saskatchewan 4-H Council to use your likeness in photographs, videos, or other digital media in any of our publications, including online, without compensation.

 NO. I do not consent.**Communication Consents** YES. I consent to receive electronic messages from 4-H Saskatchewan to my primary email.**Electronic Communication:** There are many events and opportunities for 4-H leaders offered by 4-H Saskatchewan, 4-H Canada and our other partners. 4-H Saskatchewan uses electronic communications to make 4-H families aware of the opportunities available to them. By giving your consent, we can send you important information about scholarships, travel awards, programs, fundraising opportunities, events, and competitions. You can unsubscribe from electronic messages at any time. NO, I do not consent.**I would like to receive Bits & Pieces:** By MAIL**Bits & Pieces Magazine:** 4-H Saskatchewan produces a tri-annual magazine, *The Bits & Pieces*, which is sent to each 4-H family. The Bits & Pieces contains important updates on events and opportunities, as well as news from 4-H clubs around the province. Please indicate how you would like to receive the Bits & Pieces: by mail, by e-mail (electronically), or both. Please note that if you select by email only, you will not receive a paper copy. Note that the 4-H magazine is available on the 4-H website electronically. By E-MAIL By BOTH MAIL and EMAIL**COVID-19 Assumption of Risk and Waiver** YES. I have read and understood the COVID-19 Assumption of Risk and have **completed and submitted** a waiver for myself as described.

By participating in 4-H programming, 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 or your could become infected with Coronavirus/COVID-19. The Assumption of Risk and Waiver is intended to limit the ability of you to recover damages against 4-H—it should be read carefully. Each family must complete the waiver BEFORE participating in ANY in-person 4-H programming. In cases of families where parents are separated or divorced, both parents with custody must sign the waiver.

Volunteer Commitment Declaration and Participation Waiver

I have read the 4-H Volunteer Requirements and Commitment, and 4-H Information provided with this form. I understand that participation in a Saskatchewan 4-H Club is voluntary, and involves a certain degree of risk when participating in some 4-H activities. After carefully considering the risks involved, I choose to enroll as a volunteer leader of the club named above and participate fully in its activities. I take responsibility for the risk involved, my safety and well-being and have made the club and volunteers aware of any special needs. I release the 4-H club, the Saskatchewan 4-H Council Inc., and its staff, directors, members, leaders or volunteers from any liability for any injury or loss that may result from my involvement in the club or participation in 4-H activities. I understand that creating a safe, inclusive and fun environment is the responsibility of everyone involved in any 4-H activity and agree to abide by the 4-H Code of Conduct, follow all relevant rules and policies, and positively represent 4-H.

Agreement: I declare that I have read and agree to the 4-H Volunteer Requirements and Commitment, agree to abide by the 4-H Code of Conduct, as well as the above participation terms, and wish to enrol in the 4-H program.

Volunteer Signature: _____ Date _____ MM/DD/YYYY