



Cape Cod Cooperative Extension
Barnstable County 4-H Program
P.O. Box 367, Barnstable, MA 02630
Volunteer Enrollment Form



Club or Program Information

Club or Program Name _____ Town _____

Category [] Organizational Leader [] Activity Leader [] Assistant Leader [] Resource Leader

Volunteer Information Note: 4-H does not release the names and addresses of youth or adult members.

Last Name _____ First Name _____ MI _____

Mailing Address _____ Town _____ Zip _____

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____

Were you ever a 4-H member? _____ If so, when and where? _____

My volunteer experiences (including previous 4-H experiences): _____

Place of Employment: _____

Occupation: _____

Special interest or talents _____

Do you have children enrolled in 4-H? _____

If so when, where and what type of involvement? _____

The volunteer is (check one): Hispanic _____ Non-Hispanic _____

The volunteer is (check all that apply): White _____ Black _____ American Indian _____

Asian _____ Hawaiian & Pacific Islander _____

Initial here if we have your permission to give your contact information to the MA 4-H Foundation: _____

[] I Do I Do Not give 4-H permission to use my photograph with newsletters/publications.

Volunteer Signature _____ Date _____

(Required)

Massachusetts 4-H Volunteer Applicant Agreement (please sign below)

The Massachusetts 4-H Program recommends that volunteers not drive 4-H youth to 4-H sponsored activities and events. However, under certain circumstances, I understand that this may occur. I therefore verify that I have a valid driver’s license, car registration, inspection sticker, and automobile insurance as required by the state. I understand that if I ever lack any of the above requirements, I will not drive 4-H youth to 4-H sponsored activities and events. I agree to abide by the 4-H Volunteer Code of Conduct.

By signing below, I affirm that I have not at any time, been convicted of, pleaded guilty to, pleaded no contest to, or admitted to any felony, any offense involving a minor, motor vehicle offense, or DWI (driving while intoxicated). NOTE: *You should NOT provide information about:*

- 1) An arrest or detention which did not result in a conviction;
- 2) A first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding, minor traffic violations, affray, or disturbance of the peace; or
- 3) A misdemeanor conviction more than five years old, or for which you were released from incarceration more than five years ago, whichever is more recent, unless you have been convicted of another offense within the last five years.

I understand that there are risks inherent in carrying out the duties and responsibilities of a volunteer. I agree to release the University of Massachusetts, its trustees, officers, agents, employees and volunteers from all claims or causes of action as a result of any personal injury or property damage sustained by me due to my performance as a volunteer, including my operation of a motor vehicle. I further waive any rights to review confidential communications conducted by the Extension Educator regarding my application.

Applicant’s Signature

Date

References: *Please list three individuals (not relatives or Massachusetts 4-H program staff) who can be contacted to provide references.*

Name	Phone Number
1. _____	
2. _____	
3. _____	

**Please return to Sandi Shepherd-Gay, Barnstable County 4-H Extension Educator
Cape Cod Cooperative Extension
P.O. Box 367, Barnstable, MA 02630**

Revised: March 25, 2021



VOLUNTEER CODE OF CONDUCT

This Code of Conduct delineates three areas of responsibility of volunteers.

1. A VOLUNTEER IN HIS/HER RELATIONS WITH YOUTH/FAMILIES/COMMUNITY SHOULD:

- Realize that his/her primary responsibility is to provide a safe, educational Massachusetts 4-H Program environment and experience for children 5 to 18, abiding by all state and federal laws.
- Represent the Massachusetts 4-H Program in a professional manner in all dealings, respecting diversity of people, ideas, and organizations.
- Accept the role of volunteer as a means of unselfish service to the Massachusetts 4-H Program, with no expectations to benefit materially from program activities.
- Commit to the efficient use of public and private resources.

2. A VOLUNTEER IN HIS/HER RELATIONS WITH UMASS EXTENSION 4-H STAFF SHOULD:

- Recognize that his/her function is to fulfill the performance responsibilities as outlined in the Volunteer Service Description.
- Remember that he/she is a part of a UMass program and must abide by, and carry out, all program decisions in accordance with stated policies and procedures.
- Understand that no employer/employee relationship is being created.
- Recognize and support the organizational chain of command, referring all questions to the local educator for solution and work in collaboration with the educator to resolve issues.
- Give the educator full responsibility for discharging his/her professional duties. Volunteers are responsible for the accurate completion and submission of the records required during their volunteer service to the local educator.
- Volunteers shall consult with appropriate staff prior to any action or statement which might significantly affect or obligate UMass Extension.

3. A VOLUNTEER IN HIS/HER FORMAL RELATIONS WITH FELLOW VOLUNTEERS SHALL:

- Make decisions only after all facts or questions have been presented and discussed at an official meeting.
- Keep sensitive information confidential, realizing that failure to do so may place a child, themselves, another volunteer, or the Massachusetts 4-H Program at risk of liability and litigation.
- Respect other volunteers' perspectives regardless of differences.

As a volunteer of the Massachusetts 4-H Program, I fully understand and agree to adhere to the Massachusetts 4-H Program Volunteer Code of Conduct. I will do my best to ensure that the program is well maintained and operating in the best interests of the youth we serve, in accordance with its mission. I further understand that violations of the Volunteer Code of Conduct will result in a review by UMass Extension staff and may result in my dismissal from volunteer service.

Volunteer's Signature

Date