

Baker County
1025 W Macclenny Ave
Macclenny, FL 32063
904-259-3520
904-259-9034 Fax
<http://baker.ifas.ufl.edu>

Friend of 4-H,

Thank you for your interest in the Baker County 4-H Youth development Program! However, there is some paperwork involved with becoming a Florida 4-H Volunteer. Enclosed is our Volunteer Application Form, along with the Adult Agreement, Disclosure Form, and Law Enforcement Check Form. All of your information is confidential and will be kept in a locked filing cabinet. Please return these forms as soon as possible so that we can have you as a part of the Baker County 4-H family!

In addition to the forms, here is some information on the Understanding the Culture of 4-H and 4-H FAQ's (frequently asked questions) for your reference on the 4-H program.

Do not hesitate to contact the Baker County Extension Office if you have any questions or concerns.

We look forward to hearing from you soon!



Shaina Bennett
slbennett@ufl.edu
4-H| Youth Development Extension Agent
Baker County Extension Services

The Institute of Food and Agricultural Sciences (IFAS) is an Equal Opportunity Institution authorized to provide research, educational information and other services only to individuals and institutions that function with non-discrimination with respect to race, creed, color, religion, age, disability, sex, sexual orientation, marital status, national origin, political opinions or affiliations. U.S. Department of Agriculture, Cooperative Extension Service, University of Florida, IFAS, Florida A. & M. University Cooperative Extension Program, and Boards of County Commissioners Cooperating.

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing accommodations or an interpreter to participate in the proceeding should notice the University of Florida Baker County Extension Service no later than 5 days prior to the meeting at 904-259-3520 or FAX 904-259-9034

Equal Opportunity/Affirmative Action Institution



Florida 4-H Volunteer Application

New Enrollment
 Re-Enrollment
 Male
 Female
 Race(s)/Ethnicity: White Black Hispanic Asian Amer.Indian PacificIsland
Check all that Apply

Name _____ **Birth Date** ____/____/____
Last First

Address _____ **Home Phone** _____
City/State/Zip _____ **Work Phone** _____
Email _____ **Cell Phone** _____

PAST 4-H EXPERIENCE

4-H Alumnus **Location** _____
 Past 4-H Leader **How many years** _____ **Where** _____
City County State

VOLUNTEER PREFERENCES

Why are you interested in becoming a 4-H volunteer _____

Do you prefer to work directly with Youth Adults Both

If you prefer to work directly with youth, what grade levels do you prefer Primary (K,1,2) Junior (3,4,5) Inter (6,7,8) Senior (9,10,11,12)

What time commitment do you initially desire 1-3 months 3-6 months 6-12 months

PREVIOUS WORK OR VOLUNTEER EXPERIENCE

Employer or Organization	Position Title or Volunteer Role	Year

Have any of your previous jobs completed a background check? If so, which? What clearance was obtained? _____

HOBBIES, CERTIFICATIONS, & QUALIFICATIONS

REFERENCES - List two persons not related to you who have definite knowledge of your qualifications

Name _____ **Phone** _____
Last First

Address _____
Street City State Zip

Name _____ **Phone** _____
Last First

Address _____
Street City State Zip

I authorize contact of listed references. I understand that misrepresentation or omission of facts requested is cause for non-appointment as a Florida Cooperative Extension volunteer or for termination after appointment. If appointed as a volunteer, I agree to abide by the expectations of the Florida Cooperative Extension Service and to fulfill the volunteer responsibilities to the best of my ability

Signature _____ **Date** _____ **Last Revision : August 2008**



The University of Florida Cooperative Extension Service 4-H has an obligation to provide a safe atmosphere for all persons involved in youth activities. Please answer the next 4 questions with the understanding that we are all considerate of the well being of youth.

NOTE: An inquiry may be made to proper authorities to determine whether the applicant has a history relating to crimes against the person or child abuse.

Answer YES or NO to each listed item. If the answer is YES to any item, explain in the area provided, indicating the charge or finding, the date and the court involved

1. Have you or anyone living at your residence ever been convicted of any crimes against persons listed as follows: aggravated murder; first, second, or third degree murder; first or second degree kidnapping; first, second or third degree assault; first, second, or third degree rape; first, second, or third degree statutory rape; first, second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree extortion; indecent liberties, incest, vehicular homicide; first degree promoting prostitution; unlawful imprisonment; simple assault; sexual exploitation of minors; first or second degree criminal mistreatment?

2. Have you ever been found in any dependency action to have sexually assaulted or exploited any minor or to have physically abused or neglected any minor?

3. Have you even been found by a court in a domestic relations proceeding to have sexually abused or exploited any minor?

4. Have you even been found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor?

CRIMINAL HISTORY

Have you been convicted of a criminal offense in the last seven years	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you been found guilty of a criminal offense even if adjudication was withheld	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you pled nolo contendere	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES to any of the above, please give date, nature of offense and disposition		
<hr/>		
<hr/>		
<hr/>		
A criminal record will not necessarily bar an applicant. A criminal record will be considered as it relates to specifics of the position for which you have applied.		

DRIVER'S LICENSE

Driver's License Number	<hr/>
Driver's License State	<hr/>
Please attach a photocopy of your driver's license to this form	

HISTORY OF ADDRESSES

Please list the address of all residences over the last 10 years

Street Address _____	City _____	
State _____ Zip _____	Date _____	
Street Address _____	City _____	
State _____ Zip _____	Date _____	
Street Address _____	City _____	
State _____ Zip _____	Date _____	
Street Address _____	City _____	
State _____ Zip _____	Date _____	
Street Address _____	City _____	
State _____ Zip _____	Date _____	
Street Address _____	City _____	
State _____ Zip _____	Date _____	

By completing and signing the **Applicant Disclosure Form**, the said *Applicant* gives Baker County 4-H and the University of Florida permission to conduct a national background check of the *Applicant*.

Applicant Name	_____
Applicant Signature	_____
Date and Place	_____
Witness Name	_____
Witness Signature	_____
Telephone/Address of Witness	_____
Address	_____
	City
	State
	Zip

Copy of Applicant's Drivers License is attached. (Preferably enlarged)

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing accommodations or an interpreter to participate in the proceeding should notify the University of Florida Baker County Extension Service no later than 48 hours prior to the meeting at 904-259-3520 or fax 904-259-9034

An Equal Opportunity/Affirmative Action Institution

Adult Agreement

Families and other youth serving programs place trust in the Cooperative Extension Service to provide quality leadership and care for participating youth. The opportunity to work with youth is a privileged position of trust that should be held only by those who are willing to demonstrate behaviors that merit this trust. For these reasons the following behaviors that merit this trust are listed for volunteers working in the Cooperative Extension 4-H Youth program

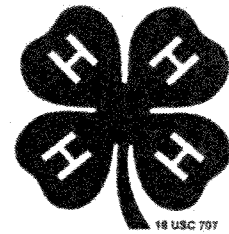
- Treat others in a courteous, respectful manner demonstrating behaviors appropriate to a positive role model for youth and exhibit good sportsmanship
- Represent the educational mission of the University of Florida Extension Service. Accept support and supervision from Extension program representatives
- Obey the laws of the locality, state, and nation
- Make all reasonable effort to assure that the 4-H youth programs are accessible to youth without regard to race, color, national origin, gender, religion, or disability
- Recognize that verbal and/or physical abuse and/or neglect of youth is unacceptable in 4-H youth programs
Do not participate in/or condone, neglect or abuse which happens to the 4-H youth participants outside the program and report suspected abuse to authorities
- Treat animals humanely and teach 4-H youth to provide appropriate animal care
- Operate motor vehicles (including machines or equipment) in a safe and reliable manner when working with 4-H youth, and only with a valid license and the legally required insurance coverage
- Do not consume alcohol or illegal substances while responsible for youth in 4-H activities nor allow 4-H youth participants under your supervision to do so

I have read and understand the Adult Agreement outlined above. I understand and agree that any action on my part that contradicts any portion of these expectations may be grounds for the suspension or termination of my role with University of Florida IFAS Extension 4-H Youth Development Programs or my removal from the program activity. I understand that being involved with youth participants in Extension Programs, is a privilege, not a right. (Appointments are renewed on an annual basis.)

Signature of Adult

4-H Agent Signature

Date



Understanding the Culture of 4-H¹

Marilyn N. Norman and Joy C. Jordan²

Culture

Webster defines culture as the concepts, habits, skills, arts, instruments, and institutions of a given people in a given place. Basically, the culture within a group is what everybody knows that everybody else knows and includes the visible expression as well as the invisible roots of the culture. Most groups have spoken or unspoken expectations for member's behavior. These may include rules, rituals, language, demonstration of support for commonly held beliefs, etc. Youth development professionals know the importance of helping young people discover quickly the norms of the group they have joined.

What is 4-H?

4-H is the youth development outreach program of the Land Grant Universities, the Cooperative Extension System, and USDA. It is made up of a community of young people across America who are learning life skills with the support of caring adult leaders.

4-H'ers are actively involved in educational projects that are fun. 4-H projects use quality curriculum incorporating the most current research and knowledge available through the Land Grant University system.

Each 4-H group will have a set of behavioral expectations unique to that group, and these expectations may or may not be clearly defined for all members. However, all 4-H groups will follow

certain practices within the club or group that are clearly defined.

4-H uses the following concepts and customs to create a sense of "belonging" among those new to 4-H and assure those who are already a part of 4-H to have the same understanding of the basic aspects of the 4-H culture.

4-H Colors

The 4-H colors are green and white. The white symbolizes purity and high ideals. The green, nature's most prominent color, represents growth.

4-H Pledge

The 4-H Pledge is a statement of the outcomes desired for youth from their involvement in the 4-H Youth Development program. It reminds members of the four areas of growth 4-H targets and reinforces the importance of mastery of life skills. Delegates to the 1927 National 4-H Club Camp in Washington, D.C. adopted the pledge. The phrase, "my World" was added to the pledge in 1973.

I Pledge ...

My Head to clearer thinking,

My Heart to greater loyalty,

My Hands to larger service, and

My Health to better living,

*For My Club, my Community, my Country and
my World.*

¹This document is 4-H S FS101.1, one of a series of the Florida 4-H Program, Florida Cooperative Extension Service, Institute of Food and Agricultural Sciences, University of Florida. This material is based upon work supported by the Cooperative Research, Education, and Extension Service, US Department of Agriculture, and K-State Research and Extension, Kansas State University, under special project number 99-EYAR-1-0747. This 4-H 101 Handbook was developed by the 4-H 101 Design Team chaired by Andrea Hutson, USDA/Army Youth Development Project, CSREES/Virginia Tech University. It was adapted for Florida by Marilyn N. Norman and Joy C. Jordan, State 4-H Program. Please visit the 4-H Website at <http://4h.ifas.ufl.edu/Curriculum/index.htm>.

²Marilyn Norman, Associate Professor in Family Youth and Community Sciences, and State 4-H Program Leader, and Joy C. Jordan, Associate Professor in Family, Youth and Community Sciences, Institute of Food and Agricultural Sciences, University of Florida, Gainesville.

Motto: "To Make The Best Better"

The motto was adopted at about the same time as the 4-H Club Pledge. Its intent is to inspire young people to continue to learn and grow, to make their best efforts better through participating in educational experiences.

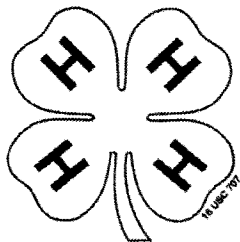
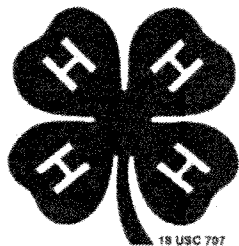
Slogan: "Learning By Doing"

This phrase sums up the educational philosophy of the 4-H program. Young people learn best when they are involved in their learning. The intent is for youth to become engaged in learning by doing, reflecting on their experiences, and applying it to future situations.

4-H Name and Emblem

The 4-H Youth Development Program is represented by a popular, recognizable image that consists of a green four-leaf clover with a right turned stem and the letter "H" in white or gold on each leaflet. The text, 18 U.S.C. 707, appears with the emblem. This emblem became the official 4-H emblem by an act of Congress in 1948.

Use of the 4-H name or emblem signifies agreement to the principles of youth development as promoted through 4-H. The Secretary of the United States Department of Agriculture holds the name and emblem in trust for the educational and character-building purposes of the 4-H program. The 4-H name and 4-H Clover are protected by Title 18 of the United States Code, Section 707 (18 U.S.C. 707) and are afforded the same status and regard as the White House and Presidential Seals. Therefore, they may only be used as authorized by the statute, regulations and guidelines, and according to the authorization of the Secretary or designated representative.

**Specific Ways to Use and Display the 4-H Emblem (print and electronic):**

- Always use the specific image (outline/shape) from www.national4-hheadquarters.gov. Do not alter the image.
- Green leaves (Color – PMS - 347)
- Gold or white H's on each leaf
- Stem to right
- "Notice" statement, 18 U.S.C. 707 to right of stem and below lower right leaf or other location provided by USDA
- The emblem should always have a position of prominence in any design
- Do not superimpose anything over the Emblem, use it as a watermark, etc.
- When used by collaboration, the 4-H Emblem should be the same size and proportion as the other logos.
- When used electronically, the same standards as print versions should apply.
- Additional standards are available on National 4-H Headquarters web site: www.national4-hheadquarters.gov

Authorities for Approving Use of the 4-H Name and Emblem:

Secretary of Agriculture has delegated authority to:

- Administrators, CSREES, USDA, (F4-HN Staff) for multi-state use.
- State Extension Directors (1862 land-grant), Administrators (1890 land-grant), Presidents (1994 land grant) for use within state boundaries.
- County 4-H Extension Staff (agents, educators, etc.) for use within a single county or boundary.

Detailed information on the use of the name and emblem, statute, regulations, guidelines, information and downloadable 4-H emblems can be found at:

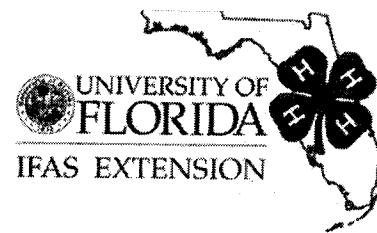
<http://www.national4-hheadquarters.gov>.

Process for 4-H Name and Emblem Authorization and Responsibilities:

- Letter to County 4-H Staff
- County staff responds in writing and provides certificate charter
- 4-H Club submits names of members, leaders, and other requested information.

Detailed information on authorizing and charting local 4-H clubs and groups can be found at the Florida 4-H Website: <http://4h.ifas.ufl.edu>

4-H--Answers You Want to Know



Q What is 4-H?

A 4-H is an informal, practical educational program for youth. It is the youth development program of Florida Cooperative Extension, a part of the University of Florida IFAS. 4-H is where there's fun in learning and learning in fun!

Q What is the mission of 4-H?

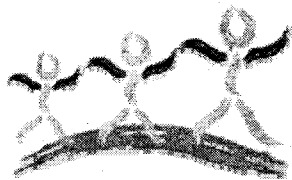
A The Florida Cooperative Extension 4-H Youth Development program uses a learn-by-doing approach to enable youth to develop the knowledge, attitudes, and skills they need to become competent, caring, and contributing citizens of the world. This mission is accomplished by using the knowledge and resources of the land grant university system, along with the involvement of caring adults.

Q Isn't 4-H just for kids who live on farms?

A No! 4-H is for all youth, wherever they live - on farms, in suburbs, in cities. 4-H serves youth from all backgrounds and interests. It reaches both boys and girls through 4-H clubs, special-interest groups and short-term projects, school-age child care, individual & family learning & mentoring, camping, and school enrichment. Most 4-H members are from towns and cities and they participate in contemporary projects such as bicycle care and safety, consumer education, aerospace and model rocketry, public speaking, and animal sciences. 4-H offers membership without regard to race, color, national origin, religion, gender, disability, or handicap.

Q What is a 4-H club?

A Clubs are the foundation of the 4-H program. A 4-H club is a group of five or more youngsters guided by one or more adult volunteer leaders. A club can be any size—from a small group of kids from one neighborhood to a larger club consisting of youth from all over the county.



Youth Starts with You

Q What happens in a 4-H club?

A A 4-H Club usually concentrates on one or more projects such as gardening, woodworking, small animals, food and nutrition, livestock, photography, etc. 4-H members build leadership by electing officers and conducting their own business meetings; work together on community service activities; meet new friends; and most important, have lots of fun.

Q What age must you be to join 4-H?

A Youth, grades K-12, can be 4-H club members and enroll in many different 4-H projects. Members 8-18 may exhibit their completed work to be judged for awards. Youth, grades K-2, can be 4-H Cloverbud members. 4-H Cloverleaf is a noncompetitive learning experience. Usually, Cloverleaf members are in separate clubs where they sample a variety of 4-H projects. Older 4-H members also have special opportunities, such as serving on a county-wide 4-H teen council.

Q Does it cost money to join 4-H?

A In some counties and/or clubs there is a small fee to cover curriculum materials. Uniforms are not required. Most 4-H project information, activities, and events are available at cost, which is usually minimal. Each club chooses whether to charge dues.

Q How did 4-H originate?

A 4-H clubs were first known as corn clubs for boys and canning clubs for girls, organized early in this century by public school educators who wanted to broaden the knowledge and experience of their students. 4-H in Florida began in 1909 in several counties in north Florida. 4-H became an official part of the Cooperative Extension Service, along with agriculture and home economics, at about the time Cooperative Extension was officially established by the US Congress in 1914. The term "4-H Club" first appeared in a federal document in 1918, and by the mid- 1920s, 4-H was well on its way to becoming a significant national program for youth. 4-H is an American idea that has spread around the world. Throughout its long history, 4-H has constantly adapted to the ever-changing needs and interests of youth.

Q Where does 4-H get its funding?

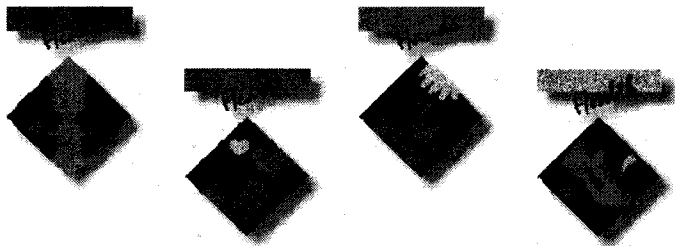
A Florida Cooperative Extension, of which 4-H is a part, receives funds from a cooperative partnership of three levels of government: federal (via the Science and Education Administration of the US Department of Agriculture), state (via the University of Florida), and county (through the county Board of Commissioners). 4-H also receives support from private sources.

Q Who "runs" the 4-H program?

A Volunteers are the key to providing 4-H programs for youth. Capable, interested adult volunteers are always needed to lead clubs and to assist with 4-H activities. Orientation and training is provided, so no previous experience is necessary. 4-H volunteers are supported by a professional staff, including a county 4-H agent who is a faculty member of the University of Florida. The county 4-H agent is responsible for the county-wide 4-H program and may also have state and national responsibilities. There are various county 4-H support and advisory groups made up of interested adult volunteers. State and national 4-H personnel assist county 4-H professionals.

Q What do the four 'H's on the 4-H emblem stand for?

A The 4-H emblem is a green four-leaf clover with a white 'H' on each leaflet, symbolizing Head, Heart, Hands, and Health. The 4-H emblem was protected by an Act of Congress in 1924.



Q What is the 4-H Pledge?

A At 4-H club meetings and other 4-H events, 4-H members recite the Pledge of Allegiance and this 4-H Pledge:

I pledge my Head to clearer thinking, my Heart to greater loyalty, my Hands to larger service, and my Health to better living, for my club, my community, my country, and my world.

Q What is the 4-H motto?

A "To Make the Best Better."

Q What is the 4-H slogan?

A "Learn by Doing."



Q Where are 4-H programs found?

A 4-H programs are conducted in 3,150 counties of the United States, and also in the District of Columbia, Guam, Puerto Rico, and The Virgin Islands. In addition, more than 80 countries around the world have youth programs similar to 4-H, with an overall enrollment of about 10 million young people.

Q Is 4-H in my county?

A Yes! 4-H is in every county in the state. In Florida, thousands of members are in hundreds of local 4-H clubs. Thousands more are involved in 4-H through school enrichment, short-term programs, and camping. In addition, thousands of adults volunteer their time to assist with the 4-H program. You can become part of 4-H by contacting your county 4-H office.

Q How can I find out more about 4-H in my county?

A Contact the 4-H staff in the Florida Extension office in the county where you live. Florida Cooperative Extension (or 4-H) may be listed in the white pages of your phone book, or may appear under "County Government." If not, check the yellow pages under "Clubs" and "Youth Organizations and Centers." You can also visit the UF 4-H Website at www.florida4H.org, or call the State 4-H Office at UF IFAS (352-846-0996) to obtain the phone number and address of your county 4-H office.

