



2026 4-H Year

Dear Potential Volunteer,

Let me take this opportunity to thank you for expressing an interest in becoming an Ohio State University Extension volunteer. Each year, thousands of volunteers contribute their time, energies, and talents that enable Ohio State University Extension to engage people in educational programs that meet their immediate needs.

All individuals who are interested in volunteering with Ohio State University Extension and working with a member of a vulnerable population (minors, elderly over age 65, or individuals with disabilities) must complete a selection process under the direction of an Extension professional.

To more efficiently and effectively support our service recipients, Ohio State University Extension has a policy concerning the selection of individuals who desire to volunteer for the organization in a long-term and/or higher risk position. While the actual order of implementation may vary from county to county, all potential volunteers will:

- (1) receive a position description
- (2) complete an application and return to Extension office
- (3) have references collected by Extension professionals
- (4) complete an interview
- (5) submit to a criminal history fingerprint record check
- (6) agree to and sign the volunteer standards of behavior form
- (7) participate in an orientation/training program.

Please know that all information related to the selection process may be updated periodically and will be kept in a secured file cabinet. This information will be kept on file for a minimum of three years following the receipt of your materials or the completion of your involvement as an Ohio State University Extension volunteer (whichever is longest). The release of information will follow The Ohio State University and Ohio State University Extension operating procedures and will be in accordance with Ohio law.

Working with individuals in your community can bring you immense satisfaction as you help them grow, learn, develop, and succeed. Additionally, volunteering provides you an opportunity to gain new skills, help others, and meet new friends. We hope that you recognize the tremendous benefits of volunteering and will join us in helping ensure that everyone involved has a positive, educational experience. We appreciate your cooperation and look forward to potentially working with you.

Sincerely yours,

Olivia Ruffner  
Extension Educator, 4-H Youth Development  
OSU Extension – Logan County

## Ohio 4-H Volunteer Application

### I. GENERAL INFORMATION

Email: \_\_\_\_\_

Full Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

County of Residence: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

Length of time at this address (years): \_\_\_\_\_

Please circle the appropriate response in each line

<b>Gender</b>	Male	Female	Gender Identity Not Listed	Prefer not to state	
<b>Residence</b>	Farm	Town/Rural (<10,000)	Town/City (10,000-50,000)	Suburb (< 50,000)	City (> 50,000)
<b>Ethnicity:</b>	Hispanic	Non-Hispanic	Prefer not to state		
<b>Race:</b>	White	Black/African American	American Indian Alaskan Native	Hawaiian Pacific Islander	Balance (other combinations)
				Asian	Prefer not to state

### II. EMERGENCY CONTACT

Full Name: \_\_\_\_\_

Relationship to Member: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

### III. VOLUNTEER TYPE

Please circle the appropriate response

<b>Program Volunteer</b> (committee)	<b>Please List Committee:</b>	
<b>Camp Volunteer</b>	<b>Circle Role:</b> Adult Volunteer or Camp Nurse	
<b>Club Volunteer</b> - Circle specific role to the right	<b>Cloverbud Leader</b>	<b>Project Leader</b> - teaching specific project skill
	<b>Organizational Club Leader</b>	<b>Resource Volunteer</b> - coordinates club activities
<b>Project Volunteer</b>	County project leader – shooting sports or other specialized projects	

List the 4-H Club you wish to apply to serve with.

4-H Club Name: \_\_\_\_\_





### VI. REFERENCES (not related to the applicant)

#### Reference 1

<b>Name:</b>		<b>Relationship:</b>	
<b>Mailing Address:</b>		<b>City/State/Zip:</b>	
<b>Email:</b>		<b>Phone:</b>	

#### Reference 2

<b>Name:</b>		<b>Relationship:</b>	
<b>Mailing Address:</b>		<b>City/State/Zip:</b>	
<b>Email:</b>		<b>Phone:</b>	

#### Reference 3

<b>Name:</b>		<b>Relationship:</b>	
<b>Mailing Address:</b>		<b>City/State/Zip:</b>	
<b>Email:</b>		<b>Phone:</b>	

### VII. PHOTO, VIDEO RELEASE and AUTHORIZATION

Me and/or my child, \_\_\_\_\_ plans to participate in 2023-2024 4-H programming through Ohio 4-H, taking place in the 2023-2024 4-H program year. I acknowledge that during this programming, I and/or my child may have their image and or voice captured through photo, audio or video recording. For good and valuable consideration, the receipt of which is hereby acknowledged, I irrevocably consent to and authorize The Ohio State University, OSU Extension, Ohio 4-H, 4-H Camping Facility and its affiliates, agents, successors and assigns ("OSU") consent to use the videotape and photographs of me and/or my child, and recordings of his/her voice, conversations, sounds, name, image and likeness, captured during and in connection with me and/or my child's participation in the 2023-2024 4-H program year in all types of media and for all lawful purposes.

I hereby grant all rights to OSU to use the results of such videotaping, photography and recording in perpetuity, throughout the world to: (1) reproduce, distribute, use, and display all or any portion of the Video in any manner and in any medium and for any purpose; and (2) grant others the right to reproduce, distribute, use, and display all or any portion of the Video in any manner and in any medium and for any purpose.

I further agree that OSU may use and permit others to use my and/or my child's name, voice, image, and likeness captured during this activity in any medium and in the promotion, advertising, sale, publicizing OSU and Ohio 4-H throughout the world, an unlimited number of times in perpetuity. I hereby waive any right of inspection or approval of the use of my and/or my child's voice, conversation, sounds, image and likeness. I acknowledge that OSU will rely on this grant of rights and hereby agree not to assert any claim of any nature whatsoever against anyone relating to the exercise of the rights granted hereunder.

I acknowledge and agree that this agreement is binding on all of my heirs and assigns.

- YES, I do give permission
- NO, I do not give permission

### VIII. SCREENING QUESTIONS-Part A

Do you currently hold a valid Driver's License?	YES	NO
Do you have current vehicle liability insurance?	YES	NO
Do you intend to use your personal vehicle for 4-H Volunteer work, including personal transportation to and from 4-H events?	YES	NO
Have you ever had a background screening prior to now?	YES	NO

### VIII. SCREENING QUESTIONS-Part B

<p>*Have you been subject to investigation in connection to, charged with or convicted of crimes that are a sexually oriented offense, the victim(s) was a minor or are considered an offense of violence under Ohio law, including but not limited to:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>abduction,</td> <td>arson,</td> <td>assault,</td> <td>battery,</td> </tr> <tr> <td>burglary,</td> <td>child abuse,</td> <td>domestic violence,</td> <td>endangering children,</td> </tr> <tr> <td>escape,</td> <td>improperly discharging firearm,</td> <td>inciting to violence,</td> <td>intimidation,</td> </tr> <tr> <td>extortion,</td> <td>human trafficking,</td> <td>inducing panic,</td> <td>patient abuse,</td> </tr> <tr> <td>gross sexual imposition,</td> <td>menacing,</td> <td>manslaughter,</td> <td>murder,</td> </tr> <tr> <td>kidnapping,</td> <td>robbery,</td> <td>resisting arrest with violence,</td> <td>riot,</td> </tr> <tr> <td>rape,</td> <td>stalking,</td> <td>strangulation,</td> <td>terrorism.</td> </tr> </table>				abduction,	arson,	assault,	battery,	burglary,	child abuse,	domestic violence,	endangering children,	escape,	improperly discharging firearm,	inciting to violence,	intimidation,	extortion,	human trafficking,	inducing panic,	patient abuse,	gross sexual imposition,	menacing,	manslaughter,	murder,	kidnapping,	robbery,	resisting arrest with violence,	riot,	rape,	stalking,	strangulation,	terrorism.	YES	NO
abduction,	arson,	assault,	battery,																														
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<p>I understand that if I have questions about this form I should error on the side of disclosing any relevant information and will reach out to my county 4-H professional for assistance. I understand that if I fail to accurately disclose the requested information in this form it may result in an automatic disqualification or termination of my status as a 4-H volunteer.</p>				YES	NO																												

\*If Yes, please provide the information below:

Full Name and any other known aliases (e.g. maiden name): \_\_\_\_\_

The name of the investigating agency/county office that was involved: \_\_\_\_\_

The Charge(s)/Offense(s): \_\_\_\_\_

Court: \_\_\_\_\_ (i.e. Franklin County Common Pleas Court)

Case No: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_



*Has any member of your current household been subject to investigation in connection to, charged with or convicted of crimes that are a sexually oriented offense, the victim(s) was a minor or are considered an offense of violence under Ohio law, including but not limited to:				YES	NO
abduction,	arson,	assault,	battery,		
burglary,	child abuse,	domestic violence,	endangering children,		
escape,	improperly discharging firearm,	inciting to violence,	intimidation,		
extortion,					
gross sexual imposition,	human trafficking,	inducing panic,	patient abuse,		
kidnapping,	menacing,	manslaughter,	murder,		
rape,	robbery,	resisting arrest with violence,	riot,		
sexual battery,	stalking,	strangulation,	terrorism.		
I understand that if I have questions about this form I should error on the side of disclosing any relevant information and will reach out to my county 4-H professional for assistance. I understand that if I fail to accurately disclose the requested information in this form it may result in an automatic disqualification or termination of my status as a 4-H volunteer.				YES	NO

\*If Yes, please provide the information below:

Name of Individual: \_\_\_\_\_  
 This individual's relationship to the volunteer applicant \_\_\_\_\_  
 The name of the investigating agency/county office that was involved: \_\_\_\_\_  
 The Charge(s)/Offense(s): \_\_\_\_\_  
 Court: \_\_\_\_\_ (i.e. Franklin County Common Pleas Court)  
 Case No: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

I understand that being a volunteer with 4-H is not guaranteed and may depend upon successful completion of the background check and the information disclosed in this form.	YES	NO
I understand that failure to disclose may result in an automatic disqualification or termination of my status as a 4-H volunteer.	YES	NO

### IX. WAIVER

#### Volunteer Waiver, Release, Hold Harmless, and Indemnification Agreement

I hereby apply to participate as a volunteer in programs conducted in cooperation with Ohio State University Extension of the Ohio State University, and I acknowledge as follows: I fully understand and acknowledge that there are inherent risks and dangers in my participation in volunteer activities and my participation in said activities and use of any equipment or materials related to such activities and my participation may result in injury or illness and/or damage to my personal property. I understand other participants, accidents, forces of nature or other causes may cause these risks and I hereby accept these risks.

In consideration of such acknowledgment, I/we do hereby agree to release, discharge, and hold harmless Ohio State University Extension, The Ohio State University, its trustees, officers, agents, and employees of and from all causes, liabilities, damages, claims, or demands whatsoever on account of any injury or accident arising out of my participation as a volunteer in Ohio 4-H Youth Development program throughout the dates of my volunteer service.

I have read this release before signing below, and I fully understand the contents, meaning, and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions prior to signing, and I agree that my failure to do so will be interpreted as a complete acceptance of the terms of this release.

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



**VOLUNTEER STANDARDS OF BEHAVIOR**

These Standards of Behavior are accepted by volunteers who commit to an Ohio State University Extension (“OSUE” or “Extension”) program as a condition of their volunteer status. The Standards of Behavior shall guide volunteer’s behavior during their involvement in Extension programs. Just as it is a privilege for Ohio State University to work with individuals who volunteer their time and energies to the organization, a volunteer’s involvement with OSUE is a privilege and a responsibility, not a right.

OSUE provides quality educational programs accessible to all Ohio citizens. The primary purpose of this Standard of Behavior is to ensure the safety and well-being of all Extension program participants (i.e., members, their parents and families, professionals, and volunteers). Volunteers are expected to function within the guidelines of OSUE and the individual program area (4-H, Agricultural & Natural Resources, Family & Consumer Sciences, and Community Development). Extension volunteers shall act with personal integrity.

Ohio State University Extension volunteers will:

- Uphold volunteerism as an effective way to meet the needs of youth and adults.
- Uphold each individual’s right to dignity, self-development, and self-direction.
- Accept supervision and support from professional Extension staff while involved in the program.
- Accept the responsibility to professionally represent the activity/program and The Ohio State University. Conduct themselves in a courteous and respectful manner, exhibit good sportsmanship, and provide positive role models for all youth.
- Respect, adhere to, and enforce the rules, policies, and guidelines established by their individual county Extension program and The Ohio State University.
- Not engage in abusive behaviors that physically or verbally threaten or harm anyone participating in or attending an Extension program, including youth.
- Not possess or consume intoxicating substances including drugs or alcohol while responsible for the care, custody or control of 4-H participants.
- Refrain from engaging in any criminal conduct. Comply with all applicable civil rights laws and policies, including but not limited to Ohio State equal opportunity, nondiscrimination policies, social media, and program participant policy.
- Perform duties in a responsible and timely manner as outlined in the position description.
- Immediately report any threats to the volunteer’s emotional or physical well-being to the county Extension professional.
- Accept the responsibility to promote and support Extension programs in order to develop an effective county, state, and national program.
- Handle animals and operate machinery, vehicles, and other equipment in a responsible manner.
- Do their best to help youth thrive while exploring their ‘sparks’.
- Read and uphold the Youth Privacy Principles located at [go.osu.edu/youthprivacy](http://go.osu.edu/youthprivacy)

I understand and agree that as a volunteer:

- I understand that I have an ongoing obligation to self-disclose to OSUE within three business days if I am indicted, pled guilty and/or are convicted of a crime which constitutes an offense of violence under Ohio law (Ohio Revised Code §2901.01(a)(9)).
  - If I have been background checked and have had a break of service for less than 12 months, I will disclose any convictions that occurred during the break within three business days of commencement of participation in youth activities and programs. If the break in service is longer than 12 months, I must be background checked again.
- I will follow Ohio State University Institutional Data Policy, which specifies requirements for protecting institutional data, including but not limited to 4-H member and volunteer personal data.
- I will report any red-flag behaviors, child abuse, sexual abuse, or neglect in accordance with university policy.
- I will not intentionally or purposefully place myself in a position alone with a member of a vulnerable population, in a one-on-one situation, including, but not limited to sleeping quarters with participants.
- I will not, under any circumstances, physically, verbally, or emotionally abuse or fail to provide the basic necessities of care, such as food or shelter to participants.
- I will endeavor to provide a safe and healthy program/camp experience for all participants.
- My volunteer status is subject to immediate suspension or termination based on any act or omission that Extension determines to be contrary to any portion of these standards or otherwise in conflict with the goals of OSUE at the OSUE’s sole discretion.

I have read, understand, and agree to be bound by the **VOLUNTEER STANDARDS OF BEHAVIOR** outlined above.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date