

This form must be completed to participate in 4-H clubs and related activities...

PART 1: VOLUNTEER CODE OF CONDUCT

- ◆ Cornell Cooperative Extension (CCE) Volunteers are required to accept and adhere to the following standards of behavior when engaged in assigned volunteer activities.
- ◆ Respect and adhere to CCE rules, policies and guidelines that relate to volunteer activity and the program I serve
- ◆ Execute CCE business in an ethical manner
- ◆ Preserve the confidentiality of information (and sign confidentiality agreement if required by my volunteer role) about program participants and CCE internal affairs that have been entrusted to me as affirmed by my signature on the Volunteer Confidentiality Agreement
- ◆ Refrain from using my CCE volunteer status for personal or business financial gain
- ◆ Fulfill my assigned volunteer duties, including completion of required records or reports, in a timely manner
- ◆ Use my time wisely and work cooperatively with Extension staff and other volunteers
- ◆ Participate in required training programs and use the recommended policies and procedures
- ◆ Accept supervision and support from professional Extension staff and/or supervisory volunteers
- ◆ Respect and uphold the rights and dignity of all staff, other volunteers, and all individuals who participate in CCE programs recognizing that people's values, beliefs, customs, and strengths differ
- ◆ Encourage participation of and respect for individuals of diverse backgrounds, cultures, and perspectives
- ◆ Refrain from the use of alcohol, tobacco and inappropriate language during all 4-H club meetings events and activities
- ◆ Commit no illegal or abusive act
- ◆ Report all unsafe conditions and accidents to professional Extension staff as soon as possible
- ◆ Dress in a manner that reflects a positive image of 4-H and CCE of Oneida County

PART 2: VOLUNTEER AGREEMENT

- ◆ I agree that as a CCE volunteer my participation in the activities outlined in the attached volunteer position description is without monetary or other compensation. **That document, including the Code of Conduct it contains, shall be considered a part of this agreement.**
- ◆ I understand that CCE shall have the right to suspend or release me as a volunteer at any time and for any reason, within the discretion of CCE. I also understand that I have the right to terminate this agreement, recognizing that if I receive significant training for the volunteer position that there is an expectation of volunteer service.
- ◆ I understand that CCE does not provide volunteers with medical insurance; therefore CCE is not responsible for any medical expenses incurred by me. Further, I understand that I am neither covered by Worker's Compensation nor entitled to employee benefits as a result of my CCE volunteer affiliation.
- ◆ CCE will cover me as a volunteer under the CCE commercial general liability to protect me against any covered claims for injury to persons or damage to property arising out of my activities as a volunteer. In exchange for volunteer liability insurance protection I, on behalf of myself, my heirs and my representatives, do hereby release Cornell Cooperative Extension and the Association, its officers, directors, employees, and other volunteers from any liability whatsoever for any injury to myself, including death, or damage to my property that arises out of or is in any way related to my volunteer activities unless my injury is the result of the sole negligence of Cornell Cooperative Extension or the Association. I understand that the liability insurance coverage only applies when I am on duty, acting in accordance with CCE guidelines for my volunteer assignment, and all other applicable pre-conditions for coverage under the CCE insurance policy are met.
- ◆ CCE agrees to provide the orientation, training, supervision, and support deemed necessary by CCE for the successful fulfillment of my volunteer responsibilities.
- ◆ I am aware of the terms and conditions of this agreement and agree that the provisions of this agreement do not constitute a contract, either expressed or implied, for employment between CCE and myself.
- ◆ This agreement is valid until it is terminated by CCE or by me.

PART 3: PHOTO RELEASE

Please check **YES** or **NO** to the following: Cornell University is granted permission to use and/or publish my or my child's photograph or image (including: audio, film, digital image or any other media) for educational purposes on their respective websites or for the promotion of their respective programs. I understand that I/my child/ward are not being compensated in any way for the use of our images and that I/we do not have approval over the final product in which it appears. I hereby release Cornell Cooperative Extension, Cornell University, and all persons acting under their permission or authority from any and all claims or liability arising out of use of our images. This release shall bind our heirs, guardians, assigns, and legal representatives.

YES

NO

PART 4: ACKNOWLEDGEMENT OF RISK, WAIVER & RELEASE

I, _____ the undersigned hereby apply to participate in the program described below to be conducted in cooperation with Cornell Cooperative Extension Association of Oneida County and I acknowledge as follows:

I fully understand and acknowledge that there are inherent risks and dangers in my participation in the above activities and my participation in said activities and use of any equipment or materials related to such activities may result in my injury, illness or death and damage to or loss of my personal property. I understand other participants, accidents, forces of nature or other causes may cause these risk and dangers and I hereby fully acknowledge and accept these risk and dangers.

I am in good health and **I am at or above the minimum age of 18** required to participate in this activity and I am able to participate in any strenuous physical activity associated therewith.

I herewith release, forever discharge and waive any right of recovery or subrogation against Cornell Cooperative Extension, its officers, directors, employees and volunteers from any and all liability whatsoever for any illness or injury, including death or damage to or loss of my personal property that I may sustain while I am participating in this program. This shall be binding on my heirs, successors, assigns, administrators and executors. Any claims or disputes arising out of my participation in the activity shall first be submitted to arbitration and/or be venued in the Supreme Court of the State of New York of the sponsoring County Association, the choice of which shall be at the sole discretion of CCE.

PART 5: SIGNATURES

With my signature, which I voluntarily affix to this document, I acknowledge that the information is accurate to the best of my knowledge and I have read and understand the terms of all releases, acknowledgments and agreements included in parts: #1. Code of Conduct; #2. Volunteer Agreement; #3. Photo Release; #4. Acknowledgement of Risk & #5. Signatures.

Active enrollment will not be acknowledged without signature and date completed below

Volunteer Signature: _____

Date: _____

As a 4-H Volunteer I understand I am REQUIRED to:

_____ Provide 2 Reference Check Reports (Once)

_____ Complete Annual Sexual Harassment Training (Yearly) ****

_____ Background Check (Every 3 Years) ****

****Link will be emailed as application is processed.

Email: _____

_____ DMV Check (Optional every 3 Years)

ENROLLMENT FEE is \$10 NON-REFUNDABLE

Payment

Check

PayPal

Amount: _____

REMEMBER to Check your email for an email with a link to the ANNUAL Sexual Harassment Training and Background Check Site.