

Dear Future Ferry County 4-H Volunteer:

Thank you for expressing an interest in becoming a 4-H volunteer. The following will help you realize this goal using all online resources. We do encourage those that are able to consider participating in the face-to-face trainings as an alternative to completing the online modules and online child and vulnerable adult safety presentation (even if your goal is “activity leader”). Face-to-Face training provides a much richer introduction to *4-H as we conduct it in Ferry County*. See our “Calendar of Events” at <http://extension.wsu.edu/ferry/events/> for the next scheduled volunteer training. For more information on this option, you may also contact me at justilynn.vanwyk@wsu.edu (509) 775-5225 x1115.

Online Volunteer Training – To Become an Activity Leader

Steps

- Complete the online training modules and child/vulnerable adult safety presentation.
- Send the completion certificates for the **four modules** to the 4-H Office. Also verify in the email that you watched the safety presentation.
- Complete the “4-H Online” enrollment process.
- Solicit *at least two letters of recommendation from people who know you and can comment on your abilities to work with children*. Send those completed forms to the 4-H Office.

Step 1: Complete the Online Training Modules

To access the trainings, visit <http://4hvolunteerelearning.wsu.edu/volunteertraining/course.html> and sign in with your name and state. The password is “**volunteer**.” This training includes four interactive, self-paced training modules, complete with review. The modules cover the following topics:

- ✓ About 4-H
 - ✓ Positive Youth Development
 - ✓ Getting Started in 4-H
 - ✓ Leadership and Teaching
- ⇒ **Remember to print/save—as a pdf—the certificate of completion at the end of each module. You must include these with your application to become a volunteer in the Ferry Co 4-H.**

Step 2: Send the Ferry County 4-H Team your module completion certificates

You may email the four certificates to justilynn.vanwyk@wsu.edu. **Title the subject line “4-H module certificates.”** You may call them at (509) 775-5225 x1116 and ask for help as well. → If more convenient, send by USPS to the 4-H Office (address at the bottom of the page).

Step 3: Required Child Safety and Vulnerable Adult Presentation

WSU Extension remains committed in its efforts to prevent the abuse and exploitation of children and vulnerable adults. In our continuing efforts to assure a safe environment for all program participants, Washington State University Extension is requiring child protection training for all faculty, staff and volunteers working with youth and vulnerable adults. This 20-minute presentation may be viewed at any time at your home or Extension office. Your registration for the training will be kept in the system as proof of your participation.

To register for the training, visit <http://universalvoltraining.wsu.edu/>. Fill in the requested information and press "Submit Request."

You will receive an email with your password and instructions on how to access the course, or you can visit <http://breeze.wsu.edu> and login directly.

- ⇒ Send an email to justilynn.vanwyk@wsu.edu upon completion of the required Child Safety and Vulnerable Adult Presentation.

Step 4: Register through 4-H Online and complete your letters of recommendation

Enroll by going to the Ferry County 4-H website at <http://extension.wsu.edu/ferry/4-h-youth-families/4-h-leaders/> and choose the hotlink "Become a 4-H Volunteer."

- Under the subheading "The steps to become a volunteer (for online or face-to-face)," Complete steps #1, #2, & #3.
 - Step #1 has the links to enroll through 4-H Online
 - Step #2 has the links to the required letters of recommendation (**remember that we need at least two letters of recommendation on file for each applicant**).
 - Step #3 is the link that takes you back to this set of instructions for those wishing to become an activity leader and complete their training using the online module alternative.

Congratulations, you have completed the online 4-H Volunteer Training for the Ferry County 4-H Program. Welcome!

Sincerely,

Justilynn Van Wyk

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