



WASHINGTON STATE UNIVERSITY  
EXTENSION



Pierce County  
Human Services

## To become a Volunteer 4-H Leader these are the steps you need to take:

- Identify the club you would like to assist, if you choose to join an existing club
- Talk to the club leader and they can help you with the enrollment process.
- All leaders (in any category) must take the on-line E-Learning course. All leaders (in any category) must take the on-line Put the Child First Training.
- All leaders (in any category) must pass a Background Check.

## MANDATORY REQUIREMENTS:

### E-LEARNING FOR 4-H VOLUNTEERS

Basic Volunteer Training - Packaged and Ready to Go!

This training includes four interactive, self-paced training modules, complete with review. The course covers topics such as About 4-H, Positive Youth Development, Getting Started in 4-H, and Leadership and Teaching. It is intended for potential 4-H volunteers, new, current and re-entering 4-H volunteers, and others who want to learn more about 4-H. Please take a screen shot of the last slide in each section and forward to [Sadie.williams@wsu.edu](mailto:Sadie.williams@wsu.edu).

Click here to get to [E-Learning](#) . The password is: **volunteer** (case sensitive)

### Put the Child First Training

The Youth Protection training for Washington State 4-H is "**Put the Child First**". Please take a screen shot of the last slide and forward to [Sadie.williams@wsu.edu](mailto:Sadie.williams@wsu.edu).

Click her to get to [Put the Child First](#).

### Recording Volunteer Hours

All leaders are required to record their hours with Labor & Industry. Once you are enrolled you will be given a User Name to log into the Volunteer Hours database (send an email requesting a user name to [Sadie.williams@wsu.edu](mailto:Sadie.williams@wsu.edu).)

## To get started as a NEW CLUB LEADER, here are the additional steps that need to be taken:

Once you have completed the mandatory Learning Modules and Child Protective Training, you will need to attend an orientation and start the process of getting organized as a 4-H Club. Contact Mike Seiber at [mike.seiber@wsu.edu](mailto:mike.seiber@wsu.edu) or 253-798-3223 to schedule your orientation.

Orientation will take about 1- 1.5 hours. We will cover all the enrollment requirements, policies and procedures, and other topics you may need to get started.

There is a \$40 annual fee for each youth member, which covers insurance during 4-H activities. Volunteer adult leaders pay no fee and are covered by Industrial Insurance as un-paid employees of WSU.

Contact Sadie Williams at [Sadie.williams@wsu.edu](mailto:Sadie.williams@wsu.edu) or Mike Seiber at [mike.seiber@wsu.edu](mailto:mike.seiber@wsu.edu) if you need any further assistance.

Thank you for your interest in Pierce County 4-H; we look forward to working with you.