

The University of Georgia Cooperative Extension Volunteer Agreement

Thank you for agreeing to volunteer with the University of Georgia Cooperative Extension program and signing this acceptance for a volunteer role.

1. I agree to serve as a volunteer with UGA under the primary direction of _____ Cooperative Extension (fill in county or unit name) understand that if my role involves supervising youth, I will be required to complete a UGA background check. My role may include additional training or orientation.
2. I agree that my participation in the activities is not in exchange for any consideration (e.g. pay, benefits, the promise of future employment). I acknowledge that, in exchange for my service as a volunteer, I have neither been promised any consideration nor any consideration. I understand that additional duties may be assigned and specific duties.
3. I agree that as a volunteer I am under the primary direction of the unit, county, or department officer, but may be asked to participate in activities that include direction from others within Cooperative Extension and/or other departments in the University of Georgia.
4. I agree that, if approved to serve as a volunteer, I will not be acting as a UGA employee or student. I understand that I have the right to decline my volunteer relationship with UGA at any time for any reason and without advance notice.
5. I understand that UGA is insured through the Department of Administrative Services against state tort claims. This volunteer program is organized, controlled, and directed by UGA for the purposes of carrying out UGA



Adult Behavior Guidelines

The University of Georgia Extension establishes the following code of conduct for these general behavioral expectations apply to any adult including faculty, staff, and volunteers working or volunteering in a capacity that includes children under the age of eighteen and/or youth program participants.

Adults are expected to comply with the following

- Work cooperatively with youth, families, University of Georgia faculty, staff, volunteers, community members and others in a courteous, respectful manner demonstrating behavior appropriate for a positive role model.
- Represent the University of Georgia College of Agricultural and Environmental Sciences Extension programs with pride and dignity, behave appropriately, exhibit good sportsmanship, and demonstrate reasonable conflict management skills.
- Respect, adhere, and enforce the Code of Conduct as well as other rules, policies, and guidelines established by UGA Extension and event coordinators including state laws and regulations.
- Respect the privacy of all individuals in situations such as toileting, showering and changing clothes. When it is necessary to supervise minors, at least two leaders should be present and only to the extent that the health and safety requires.
- Do not touch minors in a manner that a reasonable person could interpret as inappropriate. Always avoid touch areas that are normally covered by swim suits. When hugging is appropriate, hug from the side over the shoulder not from the front.
- Recognize that physical punishment is not an appropriate form of discipline and will not be tolerated. Physical punishment includes physical actions that may not be expected of an individual during the program and are assigned to a young person as a consequence for behavior.
- Recognize that verbal abuse, physical abuse, or committing criminal acts may be grounds for termination as an Extension volunteer. Abusive behavior towards youth or other adults including failure to provide adequate health and safety measures, inadequate supervision, emotional mistreatment of members, or verbal or physical abuse will not be tolerated.
- Under Georgia law, report any mistreatment of youth to the proper authorities. All staff are considered mandatory reporters for purposes of Policy and must report incidents involving sexual or physical abuse or neglect of a minor immediately to the Program/Activity Administrator, the UGA Police Department, AND the Georgia Department of Family and Children Services (DFCS).
- Comply with equal opportunity and anti-discrimination laws and policies. The University of Georgia prohibits harassment of or discrimination against any person because of race, color, sex (including sexual orientation and pregnancy), sexual orientation, gender identity, ethnicity or national origin, religion, age, generation, disability, or veteran status.
- Treat animals humanely and encourage youth and adults to provide appropriate and careful care.
- Strive for a minimum of two adults at any activity involving youth. Adults, in most cases, should not be left alone with a single child unless the adult is the parent/guardian of that child.
- To be housed in overnight settings in separate sleeping areas from children when possible. When this is not possible, parent/guardians should be furnished a letter explaining the situation and informing parent/guardian that his/her child will be housed with an adult in the same room.
- Substance Use Prohibited Do not use, possess or be under the influence of alcohol, illegal drugs, or any prescription medication that impairs your ability to perform your duties during the Program/Activity.
 - Do not condone others use of alcohol or illegal drugs during the Program/Activity.
 - Smoking and tobacco use is prohibited at all Extension 4-H events
- Operate machinery, vehicles, and other equipment in a safe and responsible manner.
- Accept responsibility to promote, conduct, and support in order to develop an effective local, county, district and state program.
- Recognize the following behaviors are inappropriate and will not be tolerated in the presence of youth during Extension youth activities or events:
 - consumption of alcohol, illegal drugs, and controlled substances
 - promotion of religious or political preferences
 - theft, pilfering, fraud
 - use of tobacco products and cigarettes
 - sexual advances or activities involving youth
 - willful damaging of property
 - permitting passengers to ride in motor vehicles without seatbelts
 - permitting youth or adults to ride in the back of trucks
 - behaviors that are illegal under law