

Memorandum



To: 4-H Volunteers
CC:
From: Marie Winter- Program Manager
Date: January 2010
Re: Volunteer Training – UPDATE

Dear 4-H Volunteers:

There have been changes implemented in how training will be delivered throughout Ontario to volunteers and club leaders. The changes are related to the manner in which training will be conducted across the province. As of January 1, 2010, 4-H Ontario staff will conduct the training necessary to meet the needs of new volunteers and existing leaders and volunteers. The goal of this standardized training is to promote consistent policies and messages across the province.

New Volunteers:

From January 1, 2010 when a new, potential volunteer expresses interest in becoming involved in 4-H, local associations (through their Volunteer Screening Contacts & Membership Coordinators) and 4-H Ontario Regional Specialists will work together to get the volunteer active in the program.

- As the volunteer is submitting the application, and going through the interview, reference checks and police records check portion of screening through the local association the Regional Specialists will be delivering initial orientation training. This orientation training will be completed within 3 months (90 days) of the volunteer showing interest in joining 4-H.
- Volunteers, who wish to lead a club, must also complete a “Lead Any Club” training component with the Regional Specialists. This component of training is to be completed within 30 days (one month) of the volunteer expressing interest in leading a club.
- Following this training, the volunteer is (as per 4-H policy) expected to complete update training every two years (minimum).

Current 4-H Volunteers / Leaders:

- Are required to complete update training (as per 4-H Ontario policy) once every two years - minimum. Some local associations have policies requiring training be done annually- be sure to know your association's policy and complete as required.
- The update training will be delivered by the Regional Specialists at scheduled local Association training events.
- For those unable to attend their scheduled Association training sessions, telephone or internet sessions may be set up with your Regional Specialist or consider attending neighbouring association training.
- Until a more advanced online training can be developed, the Online Volunteer Training will no longer be accepted.

4-H staff members look forward to working cooperatively with 4-H associations to help volunteers meet the provincial requirements in efforts to maintain a high level of quality in our program across Ontario.

If you have any questions please do not hesitate to call your Regional Specialist or myself at 1-877-410-6748.