

If individual will be...	Classification	Application & Training Process	Limitations	OSU Liability Insurance
<p>Example #1 Assisting with specific club functions (i.e. donate/distribute refreshments; hand-out materials; assist with supervision of group work) at club events</p>	<p>Parent Guardian Family Member</p>	<p>None</p> <p>Note: Understand expectations regarding your child/charge participation; become familiar with OSU Extension 4-H philosophy</p>	<p>Individual is not considered a volunteer with OSU Extension and shall not represent themselves as such. May not:</p> <ul style="list-style-type: none"> • coordinate or provide leadership; • have 1-1 interaction with vulnerable populations; • have overnight responsibilities for youth other than their own; • have financial management responsibilities; • handle confidential information 	<p>Not Available</p>
<p>Example #2 Volunteer for a short-term (consecutive series of days, or several nonconsecutive days for a period of one (1) week or less)</p> <p>Examples: Sewing Workshop Assistant; Garden Clean-up Workday Participant; Multiple Day Event Registration Assistant</p>	<p>Episodic Volunteer</p> <p>Policy and procedures will become effective May 1, 2007</p>	<ul style="list-style-type: none"> • Receive Volunteer Role Description • Complete Volunteer Information sheet • OSU Extension Volunteer Standards of Behavior agreement signed • Receive Orientation • Submit to Ohio and National Sex Offender database check conducted by OSU Extension representative 	<ul style="list-style-type: none"> • Must be supervised at all times as indicated in policy • No 1-1 interaction with vulnerable population • No overnight responsibilities for youth other than their own • No financial management • No confidential information • Adhere to all OSU Extension Standards of Behavior <p>http://www.ohio4h.org/volunteers/staff/select.html</p>	<p>Included on Volunteer Liability Insurance Policy</p>
<p>Example #3 Volunteer for a period longer than one week; several short-term periods in a calendar year; overnight stays/events; opportunity for 1-1 interaction, financial management, handling confidential information, or unsupervised situations.</p> <p>Ex. Community Club; Dean of Camp; Cloverbud Leader; etc.</p>	<p>Examples include:</p> <p>Club Advisor Organizational Advisor; Middle Manager; Key Leader; Master Gardener; After-School Coordinator</p>	<ul style="list-style-type: none"> • Receive a Written Position Description • Volunteer Application • 2 references • Interview w/ OSU Ext. rep. • Fingerprint Background Check • OSU Extension Standards of Behavior agreement signed • New volunteer orientation • Additional required county training programs 	<ul style="list-style-type: none"> • Adhere to all OSU Extension Standards of Behavior <p>http://www.ohio4h.org/volunteers/staff/select.html</p>	<p>Included on Volunteer Liability Insurance Policy</p>
<p>Example #4 Speaking or facilitating at a meeting; judging a single day competition; field day or clinic host.</p>	<p>Titles vary, but are similar to those under the responsibilities</p>	<ul style="list-style-type: none"> • No application • Orientation should be provided when appropriate (i.e. judging) 	<ul style="list-style-type: none"> • Are not considered OSU Extension volunteers; see limitations under example #1 	<p>Not Available</p>