



4-H Alberta Leader Registration 2016-17



Welcome to the Club!

Please complete this form and return it to your Club's General Leader who will register you on-line as a Leader or as a Volunteer for the 2016-17 Club Year. Read the descriptions below to determine whether you will be registered as a Leader or Volunteer. Once your General Leader has registered you, you will receive an email with your username and password. You will need your username and password to register online for 4-H Programs and Events and to complete your leader screening.

If you are a new leader, or a leader who has not been screened in 5 years, an email will automatically be sent to you explaining the leader screening process.

As adult Leaders and Volunteers, your time and commitment to 4-H Alberta is a cornerstone to making this organization a success for another 100 years. 4-H Alberta is working to improve how we track your involvement. The purpose of this is for safety and risk management (i.e. leader screening process), to clearly communicate your roles and responsibilities, and to offer parents insight into the types of people that will help their child succeed in 4-H Alberta. As such, 4-H Alberta has initiated 2 categories (Leader and Volunteer) for adults to be registered in the online registration system for every 4-H Alberta Club.

Leader - Leaders are adults (18+ years old) in a position of trust within the 4-H Club, District, Region or Provincial level. A position of trust includes mentoring youth; having responsibility and/or authority for any financial matters or business activities; making any decisions on behalf of members, leaders, and families; and/or being perceived to be in a position of power. Therefore, Leaders:

- Must be elected by the club.
- Must complete the Leader Screening Process by December 15th to begin their first year as a Leader.
- Must complete the Leader Screening renewal process every five years for as long as they are a Leader.
- Do not achieve full Leader status until their screening is complete and, ideally, until they complete Level 1 Leader Training.
- Every 4-H club must have a minimum of one screened Leader present at all 4-H Alberta activities.
- The Clubs' General Leader(s) is/are responsible for designating others as "Leaders" versus "Volunteers".
- Anyone registered in the online system as a Leader who doesn't complete their screening by December 15, will have their Leader status removed and they will be moved to the Volunteer category.

(4-H Alberta Policies related to this include: 1.01 4-H Alberta Code of Conduct Policy, 3.01 4-H Alberta Volunteer Policy, 3.02 4-H Alberta Leader Policy, 8.02 4-H Alberta Fee for Service Policy, 8.04 4-H Alberta Protection of Privacy Policy, and 9.02 4-H Alberta Grievance Policy)

Visit www.4h.ab.ca for all the latest information so you can get the most out of your 4-H experience.

Leader Details

Personal Information

Name _____ Last Name _____

DOB (mm/dd/yyyy) _____ Gender Male Female

Mailing Address

Address _____

City _____ Province _____ Postal Code _____

Country _____

Residence: Rural Farm (As defined by Canadian census) Rural Non-Farm (Non-census rural dwelling) Urban City (Pop greater than 1,000)

Contact Information

Email _____
 The Government of Alberta 4-H Section uses email to communicate important information to our clubs, members, leaders, volunteers and parents. If you do not have a valid email address, please enter 4hfyi@gov.ab.ca. We encourage all 4-H Leaders to provide an email address that is checked regularly.

Phone _____
 Please make sure to include the area code with all phone and/or fax numbers.

Phone (secondary) _____

Phone (other) _____

Fax _____

Leader Details – Projects – Please indicate the project(s) you are involved with

Projects _____

Projects _____

Projects _____

Projects _____

Leader Details – Positions – please check all that apply

- | | | | | |
|---|---|--|--|---|
| <input type="checkbox"/> General Leader | <input type="checkbox"/> District Council | <input type="checkbox"/> Assistant Leader | <input type="checkbox"/> Project Leader | <input type="checkbox"/> Club Registrar |
| <input type="checkbox"/> Key Leader | <input type="checkbox"/> Regional Council | <input type="checkbox"/> Public Relations | <input type="checkbox"/> Event Coordinator | |
| <input type="checkbox"/> Cleaver Kid Leader | <input type="checkbox"/> Social Committee | <input type="checkbox"/> Fundraising Committee | | |
| <input type="checkbox"/> Other _____ | | | | |

4-H Leader Declaration

- I declare that if I am a registered, approved, screened 4-H leader within the past 5 years. Any information previously submitted on the 4-H Leader Screening application and criminal record check remains current and relevant. I understand that misrepresentation or omission of information is cause for my registration as a 4-H Leader to be revoked at any time. If any changes occur, I will contact the 4-H Council of Alberta at 1-877-682-2244 or email: council@4hab.com.
- I agree to abide by all rules and regulations of 4-H Alberta and to fulfill the Leader responsibilities by putting the interest of the members' development as a priority.

Protection of Personal Information

Notice of Collection: The personal information you provide on this form will be used for administration of the 4-H program in Alberta. It is collected under the authority of and is subject to the **Freedom of Information and Protection of Privacy Act**. If you have any questions about how your information will be used, please contact the provincial 4-H office at (780) 422-4444 (4H4H).

Canada's Anti-Spam Legislation (CASL): The 4-H Section, Agriculture and Forestry, Government of Alberta, Rm 200, 7000 113 ST NW, EDMONTON AB T6H 5T6, collects your email address to send you regional and provincial newsletters via email, event notifications, promotional information, and other information about 4-H.

Do you give permission to the Government of Alberta 4-H Section to email you club notifications, membership and leadership information, and information promoting 4-H programs and events? Yes No

Photos of 4-H Leaders or the material they write or construct may be used for articles, displays and 4-H program delivery or promotion. Do you give permission for these photos to be used?

- a) If your name is displayed on it? Yes No
- b) If your name is not displayed on it? Yes No

 Leader signature

 Date signed