



## ADULT CODE OF CONDUCT FORM

The LSU AgCenter and 4-H Youth Development Program values volunteers and the positive impact they make on the youth of our program. Volunteering with the LSU AgCenter is a privilege, not a right, and with such a high expectation, volunteers are asked to adhere to the highest level of personal and professional behavior when working with and teaching our youth. Below are the minimum standards that our volunteers are expected to agree to:

### **A 4-H Volunteer is expected to:**

- Serve as positive role model to youth.
- Respect the individual rights, safety, and property of others.
- Carry-out the assigned position responsibilities that he or she has accepted.
- Participate in volunteer training opportunities and activities that are required and pertinent to their duties.
- Be committed to the core values, education goals, and standards of the 4-H Youth Development Program.
- Support the 4-H Youth Development Program and its rules and guidelines.
- Recognize and support the responsibilities of the 4-H Youth Development Program staff in setting program standards, priorities, and direction.
- Support the non-discrimination practices of the 4-H Youth Development Program, including: race, creed, color, marital status, sexual orientation, gender identity, gender expression, religion, sex, national origin, age, mental or physical disability, or veteran's status, and follow procedures to address complaints for those who believe they have been subjected to discrimination and/or harassment in violation of this policy.
- Make reasonable efforts to provide access to 4-H related information and equal opportunities to youth in their community to participate in project activities, awards programs and other events and activities.
- Adhere to Louisiana laws on the use of motor vehicles and safely transporting youth.
- Not consume alcohol and/or illegal drugs (or to be under the influence thereof) while involved in or en route to or from any 4-H event, meeting or activity.
- Not dress inappropriately, use inappropriate language, or disregard any laws.
- Maintain direct supervision of 4-H members and not leave youth unsupervised unless approval was received from the individual in charge of the overall event or delegation.
- Not sign a lease agreement, use permit with schools or other public or private facilities, or grant or order contracts on behalf of the LSU AgCenter and 4-H Youth Development Program. All such agreements shall be forwarded to the local office of LSU AgCenter for review and forwarding to appropriate official for signature.
- Recognize Louisiana Law requiring all adults acting on behalf of the LSU AgCenter to report suspected child abuse of any 4-H youth to proper law enforcement or child protective services. To report, call: 1-855-452-5437
- Safeguard and hold confidential any information gained through administrative duties involving supervision of personnel, information identified by the program as being confidential, or other events/activity/situation where confidentiality is expected.
- Adhere to Louisiana 4-H policy of "two-deep" leadership.
- Not physically or verbally abuse a youth member or use corporal punishment to reprimand 4-H members for inappropriate behavior.
- Understand that falsifying enrollment information, budgets, documents or records is a breach of the Code of Conduct.
- Not engage in illegal sexual activity or romantic relationship (physical or social) with youth members.
- Not engage in communication (text, social media) with any non-related youth member without involving other adults and/or parent/guardian in the communication as well.
- Adhere to fiscal responsibility and financial best management practices as outlined by the LSU AgCenter.
- Not receive compensation for professional services provided in support of youth 4-H activities (excluding reimbursement for expenses).

As a volunteer, I, the undersigned, understand that compliance with the above is required in order to serve as a volunteer. The same applies to engaging in other illegal activity, behavior which compromises the health and safety of youth, violating an Extension policy, violation of 4-H Rules and Guidelines, willfully violating or causing children to violate rules, being habitually disruptive to the overall program, unwilling or unable to work amicably with agents and/or other volunteers, or exhibit conduct which is harmful to the 4-H program's reputation.

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Signature of Volunteer

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Date