

New Leaders

(1st year & after 3 year break in service)



APPLICATION/INTERVIEW

Fill out an application service agreement & schedule an interview with your district 4-H professional

ENROLLMENT

Required every year, **AFTER OCTOBER 1.**

<https://4h.zsuite.org/>

- Create an account
- Enroll as adult volunteer (help sheet)

BACKGROUND CHECK

Required every 3 years

- Print and submit background check form to your local agent.
- Follow local guidance on payment policies

DRIVING YOUTH

Required every 3 years if you are transporting youth for a 4-H activity, otherwise submit the OPT OUT FORM

- Slides - Review
- Quiz - Complete and forward emailed results to agent
- UAF Driving Forms (complete page 1 and one line on top portion of Page 2, then submit both pages to your district Agent)

TRAINING

4-H Volunteer Training Course

Required first year and if more than a 3 year break in service

- Found in CLOVER ACADEMY on Zsuite platform

Protection of Minors

Required Annually

- To gain access, complete weebly form <http://www.alaska4h.org/risk-management-training.html>
- You will receive an email from Praesidium Academy
 - Click on ACCEPT INVITE
 - Create a password and login
 - Complete requested informational questions
 - Once logged in, scroll to bottom and complete both DUTY TO REPORT & KEEP YOUR DAY CAMP SAFE modules




Civil Rights Training/Quiz - required annually

- Available on the Alaska 4-H Volunteer Page

Title IX - required annually

- Offered in CLOVER ACADEMY in Zsuite platform
- REQUIRED: Send in Attestation form upon completion.

 Check with your district on local trainings!

Continuing Leaders

ENROLLMENT

Required every year **AFTER OCTOBER 1**

<https://4h.zsuite.org/>

- Login and re-enroll for current year (help sheets)

BACKGROUND CHECK

Required every 3 years -check with your district to see if yours is due!

- Print and submit background check form to your local agent
- Follow local guidance on payment policies

DRIVING YOUTH

Required every 3 years if you are transporting youth for a 4-H activity, otherwise submit the OPT OUT FORM

- Slides - Review
- Quiz - Complete and forward emailed results to agent
- UAF Driving Forms (complete page 1 and one line on top portion of Page 2, then submit both pages to your district Agent)

TRAINING

Protection of Minors

Required Annually

- To gain access, log on to Praesidium Academy.
 - Once logged in, scroll to bottom and complete both DUTY TO REPORT & KEEP YOUR DAY CAMP SAFE modules



Civil Rights Training/Quiz - required annually

- Available on the Alaska 4-H Volunteer Page

Title IX - required annually

- Offered in CLOVER ACADEMY in Zsuite platform
- REQUIRED: Send in Attestation form upon completion.

Feel free to contact us if you have ANY questions throughout your onboarding process. Find your district agent here or reach out to us at alaska4h@gmail.com

4-H volunteers are the heart of our program

- Thank you!

