

<b>Policy # 9.05</b>	<b>Refer to Policy #</b>
<b>Alberta 4-H Release of Volunteers Policy</b> 4-H as an organization at all levels has the responsibility to ensure the safety and general welfare of 4-H members under its jurisdiction. Volunteers may be released if their conduct is deemed to be inappropriate for or unfit to be associated with the group.	
	<b>Approved</b>
	July 2010
	<b>Review Date:</b>
	March 2013

## 4-H Volunteers

- A club, council or committee is responsible for:
  - ❖ Ensuring that the best interests of the group and its members are duly considered.
  - ❖ Releasing or disallowing the involvement of an individual whom they deem to be unfit to be associated with the group.
- Each club is considered a private club. The club has the right to control the make-up of its leadership providing that they follow the age requirements of the 4-H program, do not contravene any human rights issues and have by-laws within their constitution that deals with the issue of eligibility or release from their club.
- If a volunteer is to be released from their duties within the 4-H program, the responsible committee (parent advisory, club leaders, council executive, committee leadership, etc.) must:
  - ❖ Meet with the volunteer in question to clarify issues and concerns.
  - ❖ Depending upon the jurisdiction, consult with the district key leader or council, or 4-H Specialist.
  - ❖ Meet as a group, without the volunteer in question, and make a majority decision.
  - ❖ Record decisions and plan of action.
  - ❖ Implement the plan of action; depending on the situation, meet with the volunteer in question to discuss the committee's decision and/or inform them via registered mail.
  - ❖ Document the events leading up to and during the release and provide a copy to the released volunteer's 4-H Specialist.

## 4-H Supervised Event

- It is the responsibility of the event coordinator to ensure the safety and welfare of the participants in the event, as well as the integrity of the 4-H program.
- If the behaviour of any adult (staff or volunteer) supervised by the event coordinator and committee is found to be inappropriate or in direct violation of any provincial 4-H or event rule or policy, the coordinator (in consultation with the event committee involved, the district key leader or council and/or 4-H and Agriculture Education Branch staff, depending on the jurisdiction) is obligated to release the individual. This is to be done at the earliest possible time. Further, the coordinator is to immediately prohibit that individual from any further contact with members associated with the current event.