



CANADA

So, You Want to be a Chaperone?



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Are you considering chaperoning at a 4-H Canada event? That's fantastic! We're excited about the opportunity to connect with you soon. The 4-H Canada Programs team has put together the following information to provide you with an overview of the role and responsibilities of a chaperone at a national 4-H Canada event. Please take a moment to review the details, and don't hesitate to contact your provincial office if you have any questions about the application or selection process. If you have any further inquiries after reviewing this document, feel free to reach out to the 4-H Canada Programs team at programs@4-h-canada.ca

The following information can be found in this document:

- 1. Overview of the Role of 4-H Canada Chaperones**
 - a) Who Are 4-H Canada Chaperones?
 - b) Chaperone Responsibilities Before, During, and After the Event
 - c) Time Commitment
- 2. Impact On Youth**
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1. Overview of the Role of a 4-H Canada Chaperone

A chaperone must ensure and protect the safety and well-being of all 4-H members (known as delegates while attending national trips) during the entirety of the program, with particular care for the delegates for whom they are specifically responsible (usually, but not always, from their province).

Chaperones are positive role models and caring adults supporting the experiences of members. They will promote positive participation in the program, helping to establish a safe, inclusive, and fun environment.

a) Who are 4-H Canada Chaperones?

- Chaperones are 4-H leaders in good standing and/or provincial 4-H staff. To learn more about the application or selection process, please contact your provincial 4-H office.
- Chaperones should be 26 years of age or older. As delegates may be up to 21, it is important to have chaperones who are not the direct peers of delegates.
- Chaperones should prepare to experience long days during conferences. Some events may involve significant walking. If you are considering being a chaperone but have mobility concerns, please contact your provincial office to coordinate with 4-H Canada to arrange appropriate accommodations in advance.
- Chaperones must sign and adhere to the 4-H Canada Code of Conduct (signed during the registration stage).
- In certain circumstances, 4-H Canada may decline a chaperone.

b) Responsibilities

Before the Event:

- Participate in a virtual orientation conference call with 4-H Canada staff and fellow chaperones.
- Coordinate a call or meeting with your provincial delegation (the 4-H members selected from your province to attend the event) to discuss the upcoming program, based on the chaperone call.
- Encourage your provincial delegation to prepare for their specific responsibilities, which will vary based on which national event they attend.
- Stay in contact with your provincial delegation leading up to the event to answer questions and support members in preparing.

Travel to Event:

- In most cases, chaperones will accompany their provincial delegation in transit to the event and may meet up with others along the way.
- 4-H Canada tries to provide the most direct travel route, considering geography, budget, and timing.

During the Event

- Chaperones are responsible for their delegates at all times and may be asked to look out for delegates from another province if another chaperone is unavailable.
- Duties include attending all events with delegates and participating when/if applicable, engaging with and supporting delegates throughout program elements as applicable, participating in evening staff/chaperone meetings, completing room checks, and regularly checking in with delegates to provide support and foster developmental relationships throughout the event.
- Provide individual support with concerns such as homesickness, managing tiredness, illness, etc. 4-H Canada staff should be involved in all matters related to delegate health and wellbeing and will support chaperones in managing these matters.

After the Event

- Complete, and encourage your provincial delegation to complete, the online evaluation(s) provided by 4-H Canada as soon as possible.
- Encourage delegates to share their experience with their clubs and councils when they return home. Share any articles written and/or photographs with 4-H Canada.

c) Time Commitment

- 4-H Canada will share the save-the-date and program details as early as possible to help provinces begin their chaperone search and give chaperones enough time to make necessary arrangements to be available to attend. A reference letter can be provided by 4-H Canada to support time-off requests if needed.
- 4-H Canada national youth events typically span five full days, including travel. Provincial delegations usually arrive the morning the event begins; however, in

certain cases, delegations may arrive the night before. Your province will be notified in advance if this applies.

- Chaperones are expected to actively engage and participate throughout the day, from breakfast to bed checks. Opportunities for chaperone-specific workshops and onsite breaks away from delegates are made within the set schedule when and where possible.

2. Impact On Youth: Developmental Relationships

Chaperones have the opportunity to foster strong supportive developmental relationships with delegates at 4-H events by serving as role models, mentors, and sources of support. Your presence as a chaperone fosters a safe and inclusive environment allowing delegates to thrive.

- **Provide Guidance:** Chaperones help delegates navigate challenges, encourage positive decision-making, and model appropriate behavior.
- **Create a Supportive Environment:** By ensuring safety and addressing concerns like homesickness or bullying, chaperones help delegates feel comfortable and supported.
- **Encourage Growth:** Through active engagement and collaboration, chaperones support delegates to step out of their comfort zones, build confidence, and develop leadership skills.
- **Facilitate Communication:** Chaperones act as a bridge between delegates and 4-H Canada staff, ensuring everyone feels heard and valued.
- **Foster Community:** By promoting teamwork and accountability, chaperones contribute to a sense of belonging and mutual respect among delegates.

Your dedication and involvement can leave a lasting impression, helping delegates gain life skills, build resilience, and form meaningful connections.

3. Advantages to Being a Chaperone

Being a chaperone at a 4-H Canada event offers numerous advantages, providing not only a rewarding experience for personal growth, but also the chance to build meaningful connections and contribute to the development of young people across the country.

Here are some of the key benefits:

- Lifelong Friends
- Sense of Community
- Opportunity to Connect with 4-H Canada Staff
- Chance to Learn About Other Provinces, Regions, and Clubs
- Exchange Provincial Insights from One Coast to Another
- Represent Your Province
- Leadership Advancement and Opportunities



If this sounds like an opportunity you'd be interested in volunteering for, please contact your provincial 4-H office for more details and stay tuned to 4-H Canada's social media channels for updates on national trip opportunities!