



Manitoba 4-H Council Inc. Participant Definitions

Enrolled Members

A member of the Manitoba 4-H Council is defined as a youth or young adult between the ages of 6 and 25 years as of January 1st of the current project year. A project year runs from September 1st to August 31st. Enrolled members will have paid their enrollment fees to the Manitoba 4-H Council Inc. and, where applicable, to their respective Area Council, are affiliated with a recognized 4-H Manitoba Club and are participating in at least one eligible project. Members are also required to sign a code of conduct agreement. Age categories for most non-project programming and competition include the following:

Cloverbuds: 6 to 8 years

Juniors: 9 to 11 years

Intermediates: 12 to 14 years

Seniors: 15 to 17 years

Adults: 18 to 25 years; also required to complete the screening process under the Youth Protection Program

Club

A club is defined as a recognized organization of registered members and leaders, affiliated with their appropriate Area Council, engaged in the conduct of approved 4-H activities. The minimum standard for a 4-H club in Manitoba is that there **must always be at least two (2) screened adults**, who are not spouses, regardless of the number of youth members in attendance. At a minimum, one (1) of the two screened adults must be a trained leader/staff with Youth Safety and Commit to Kids or Respect in Sport or Respect in School. The club must at minimum be comprised of youth members from two (2) different families.

Enrolled Adult Volunteers

Enrolled adults in the 4-H program in Manitoba are defined as individuals over the age of 18 who interact with members in such a way that completing the screening process under the Youth Protection Program is a requirement of 4-H Manitoba. Enrolled adult volunteers are also required to sign a code of conduct agreement. The level of interaction is defined in the following roles:

Head leader/Designate: Adult volunteers who administer a 4-H club; this position may be held by one or more individuals.

Project leader: Adult volunteers who have expertise or particular skill sets and instruct members in their project areas. Individuals cannot be both a leader and a member at the same time.



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Undesignated Adult Volunteer: Adult volunteers who are YPP screened and are enrolled with a club to help fulfill “Club in Good Standing” criteria (i.e. First aid, CPR) but do not lead a project.

Chaperone: Adult volunteers who are YPP screened, work with 4-H program staff and other volunteers to provide direct supervision and/or accompany members to non-project activities that involve travel to and from the event. Chaperones may or may not be enrolled leaders.

Enrolled Committee Adult Volunteers: Non-enrolled volunteers are adults who are not currently active in the 4-H program in the capacity of an enrolled volunteer. Instead, they offer their services to undertake specific 4-H activities, events or roles. These individuals are not recognized as having been screened through the Youth Protection Program and as such must always be under the supervision of, and in the presence of, an enrolled adult volunteer when members are involved. Their roles may include event coordinator or committee member; event volunteer at competitions, recreational activities, rallies, camps, and educational workshops; assisting chaperones; and Board members on Area or Provincial Councils.

Buddy: A Buddy is defined as a non-enrolled guest, for example a friend or sibling of an enrolled 4-H member, who is invited to participate along with the member in a 4-H activity or event approved by and under the supervision of 4-H Manitoba enrolled adult volunteers.

Endowment Fund Foundation Trustee: EFF Trustees are individuals who have volunteered their time and committed to the duties required for the administration and management of the 4-H Manitoba Trust Fund. They are tasked with decisions on the management of the investment portfolio and all legal matters pertaining to laws governing the conduct of registered Foundations. EFF Trustees carry out their duties in consultation with investment advisors and legal counsel and also work closely with Manitoba 4-H Council staff.



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Criteria for “Club in Good Standing” (on our website at <https://4h.mb.ca/club-in-good-standing/>)

1. Member and Leader Enrollments completed and **ALL fees** paid to Manitoba 4-H Council [M4HC]
2. Head Leader(s), Head Leader Designate(s), and Leaders(L) must have completed Youth Protection Program [YPP screening], Commit to Kids OR Respect in Sport for Activity Leaders OR Respect in School , and Youth Safety at 4-H in Canada/Youth Safety Refresher
3. Undesignated Volunteers (UV) must have completed Youth Protection Program screening only
4. At least one screened leader/volunteer trained in first aid and one leader/member in safe food handling. Here is the link to safe food handling course:
<https://dofoodsafely.health.vic.gov.au/index.php/en/>
5. All HL, HLD, and L will require mandatory training.
 - Commit to Kids OR Respect in Sport for Activity Leaders OR Respect in School
 - Youth Safety at 4-H in Canada training (self-led online or in Jotform onboarding)
 - Youth Safety Refresher (self-led online following expiration of Commit to Kids certificate and Youth Safety Training)
6. All leaders are encouraged to take other forms of training as offered by 4-H Manitoba.