



## **2023-2024 4-H Adult Volunteer Initial / New Appointment Process For 4-H Program Year July 1, 2023 to June 30, 2024 Marin County**

*Revised August 23, 2023*

Thank you for your interest in becoming a 4-H adult volunteer. As a volunteer, you will play an important role in the development of young people, helping them to identify their spark and develop the skills and positive outcomes that lead to thriving. We look forward to working with you as a valuable asset to the 4-H Youth Development Program. Volunteers must be at least 18 years old.

- 1. Contact the Marin County 4-H Program Coordinator to discuss your role.**  
Kayla Gulick at [kgulick@ucanr.edu](mailto:kgulick@ucanr.edu) or (415) 473-2641.  
(Contact Martha Martinez at [mrtmartinez@ucanr.edu](mailto:mrtmartinez@ucanr.edu) for questions about the enrollment process.)
- 2. Complete the interest survey at <http://ucanr.edu/marinvolunteer>.**
- 3. Submit 4-H adult volunteer application online in ZSuite at <https://4h.zsuite.org/>.**  
If you do not already have a primary profile, click *Sign Up* and create a household. Click + *Household member* to add individuals to the household. Enter all required information and submit. The adult volunteer enrollment status will show as PENDING APPROVAL.
- 4. Complete required “2023-2024 California New Volunteer Course” in eXtension.**  
Go to <https://campus.extension.org/enrol/index.php?id=2381>. Create a new account, check your email and click on the confirmation link, log into eXtension and click “2023-2024 California New Volunteer Course” and enter the code “Marin”. Courses include: (1) 4-H Orientation (40 minutes), (2) Foundations of Positive Youth Development (20 minutes), (3) Abuse Risk Management for Volunteers (15 minutes), (4) Reporting Child & Abuse Neglect for UC Volunteers (45 minutes), (5) 2-Deep Policy Short (5 minutes). (\*Note: Every individual must use their own unique email address. For technical support, contact [idevelopsupport@ucanr.edu](mailto:idevelopsupport@ucanr.edu). For the Spanish language course, please visit <https://campus.extension.org/enrol/index.php?id=2382>
- 5. Enrollment fee will be waived for the first 75 adult enrollments..**
  - **Complete Survey** at <https://surveys.ucanr.edu/survey.cfm?surveynumber=41117>
- 6. Complete fingerprint background check – Live Scan – with the California Department of Justice.**  
Complete at any location that provides Live Scan. Fees vary between \$20 and \$60.  
Marin County locations: <https://oag.ca.gov/fingerprints/locations?county=Marin>  
Complete and bring this form with you <http://ucanr.edu/sites/uccemarin/files/386362.pdf>
- 7. The application is reviewed by the 4-H Regional Supervisor.** If approved, notification will be sent from ZSuite. If there are any limitations on the appointment, a subsequent letter will be sent. If not approved, a letter will be sent to you from the 4-H regional supervisor.

Until your enrollment is approved, you are not authorized to conduct any 4-H meetings or activities, transport 4-H members, or perform other 4-H adult volunteer duties.

University of California Cooperative Extension, Marin County  
(415) 473-4207 or [marin4h@ucanr.edu](mailto:marin4h@ucanr.edu)  
<http://ucanr.edu/marin4h>

The University of California Division of Agriculture & Natural Resources (UCANR) is an equal opportunity provider. (Complete nondiscrimination policy statement can be found at <http://ucanr.edu/sites/anrstaff/files/215244.pdf>). Inquiries regarding ANR's nondiscrimination policies may be directed to UCANR, Affirmative Action Compliance Officer, University of California, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1343.