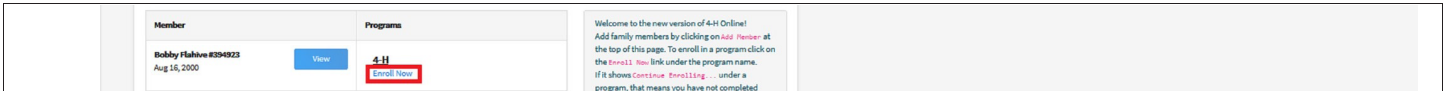


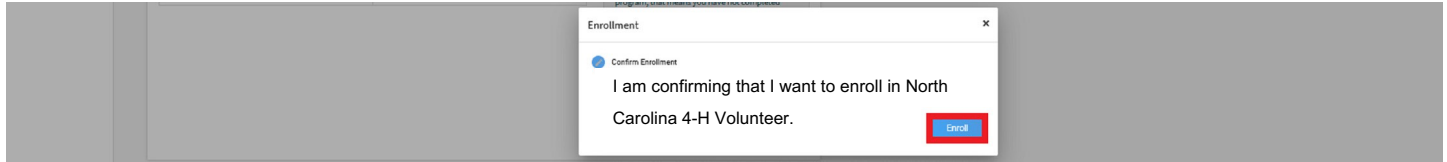
NORTH CAROLINA 4-H ONLINE RESOURCE GUIDE

ADULT RE-ENROLLMENT

- Login to the family account
- Locate the member's name from the list and click the Enroll Now link.



- Click the blue Enroll button to confirm enrollment information.



VOLUNTEER TYPE

All adults must select at least one Volunteer Type during enrollment. Level 1 Volunteers can work directly with youth. Level 2 Volunteers work in roles that are not linked directly with youth and /or have limited/supervised youth interaction. Level 1 volunteer types include: Club Volunteer, Program Volunteer, and Project Volunteer. *Level 1 volunteers are required to complete a background check once every three years. Our Level 2 volunteer is an Activity Volunteer. Level 2 volunteer types include: presentation judge, advisory member, etc.

- Click the Select Volunteer Types button.



- Select Volunteer Type from list.



- Click the blue Add button next to all volunteer types that apply and click the Done button if needed to proceed.



- Once all types have been added, click the blue Next button.

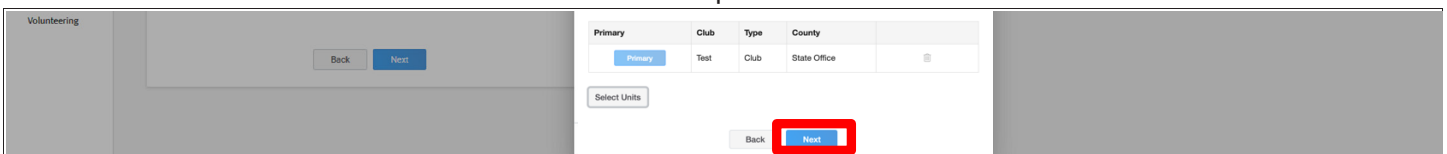


* CLUBS - UNITS

- Only Club volunteers are required to select their club(s). For the Clubs section, click the blue Select Units (Clubs) button.



- Click the blue add button next to all clubs to add to the profile.



NORTH CAROLINA 4-H-ONLINE RESOURCE GUIDE

ADULT RE-ENROLLMENT

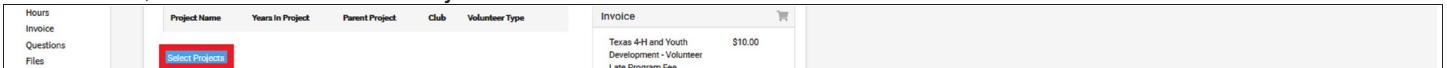
- Click the blue Select Units (Clubs) button to add additional clubs.
- Once all clubs have been added, click the blue Next button.



The screenshot shows a sidebar with options: Invoice, Questions, Files, Screening, Trainings, and Volunteering. The main area has a table with columns: Primary, Club, Type, and County. Below the table is a 'Select Units' button. At the bottom, there are 'Back' and 'Next' buttons, with 'Next' highlighted in red.

*PROJECTS

- Only Project Volunteers are required to list their project(s) areas. After reading the instructions for the Projects section, click the blue Select Projects button.



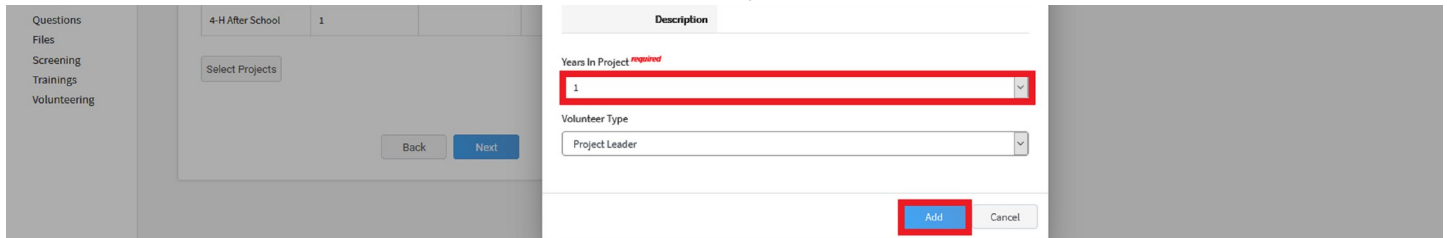
The screenshot shows a sidebar with options: Hours, Invoice, Questions, and Files. The main area has a table with columns: Project Name, Years In Project, Parent Project, Club, and Volunteer Type. Below the table is a 'Select Projects' button highlighted in red. To the right, an invoice summary is visible.

- Click the blue Select button next to the project to add to the enrollment.



The screenshot shows a list of project options: 'Soil and Crop Science' and 'Sportfishing'. Each option has a blue 'Select' button next to it, with the 'Sportfishing' button highlighted in red.

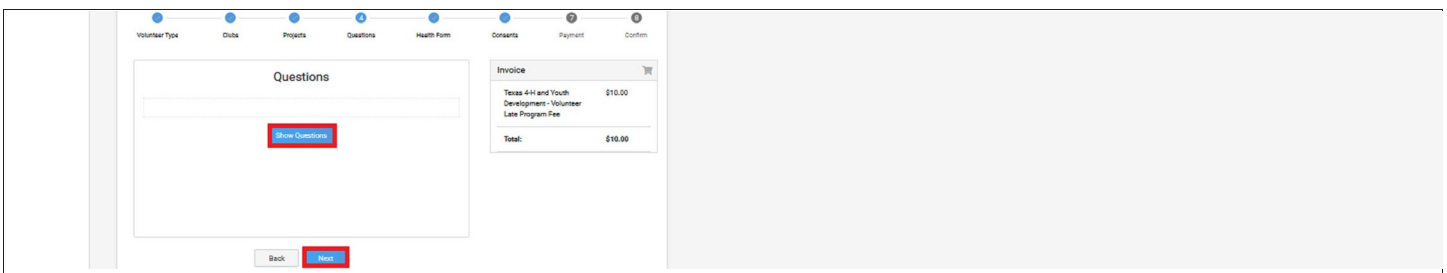
- Select the Years In Project from the drop-down menu. The default value is set to 1.
- Click the blue Add button. Repeat the process for each project.



The screenshot shows a sidebar with options: Questions, Files, Screening, Trainings, and Volunteering. The main area has a '4-H After School' section with a '1' in a dropdown menu. Below it is a 'Select Projects' button. To the right, there is a 'Description' section with a 'Years In Project' dropdown menu set to '1' (highlighted in red), a 'Volunteer Type' dropdown menu set to 'Project Leader', and an 'Add' button highlighted in red.

QUESTIONS

- Click the blue Show Questions button to display and answer all questions.
- Click the blue Next button.



The screenshot shows a sidebar with options: Volunteer Type, Clubs, Projects, Questions, Health Form, Consents, Payment, and Confirm. The main area has a 'Questions' section with a 'Show Questions' button highlighted in red. To the right, an invoice summary is visible.

HEALTH SECTION

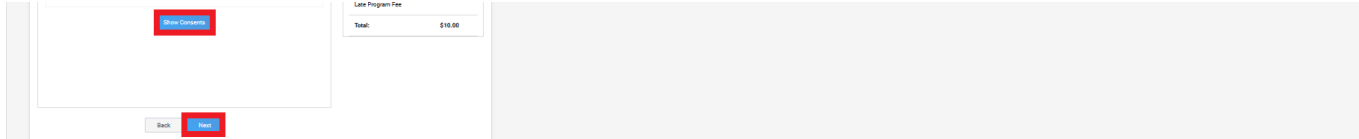
- Click the blue Show Health Form button to display and review answers /questions and sign were designated.
- The Health section is option for volunteers. Click the blue Next button.



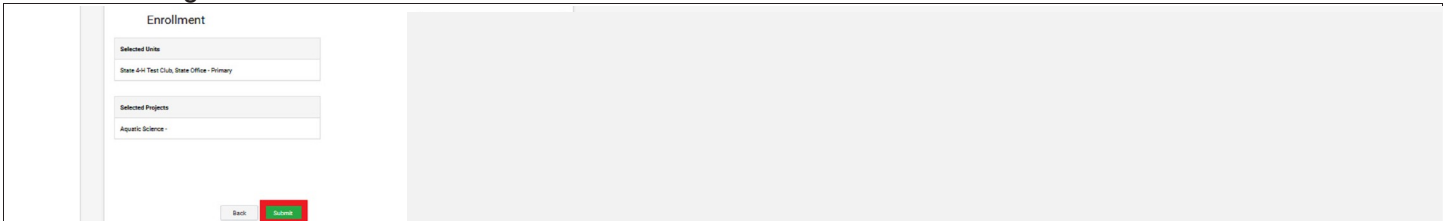
The screenshot shows a sidebar with options: Hours, Invoice, Questions, and Files. The main area has a 'Show Health Form' button highlighted in red. To the right, an invoice summary is visible.

CONSENTS SECTION

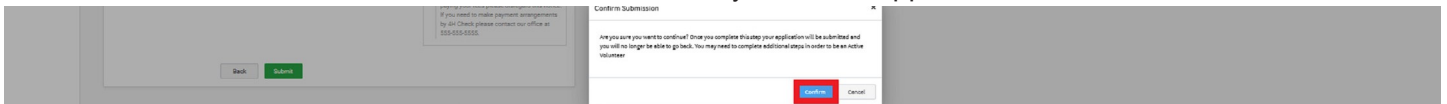
- Click the blue Show Consents button to display and answer all questions and sign were designated. Click the blue Next button.



- Click the green Submit button at the bottom of the screen.

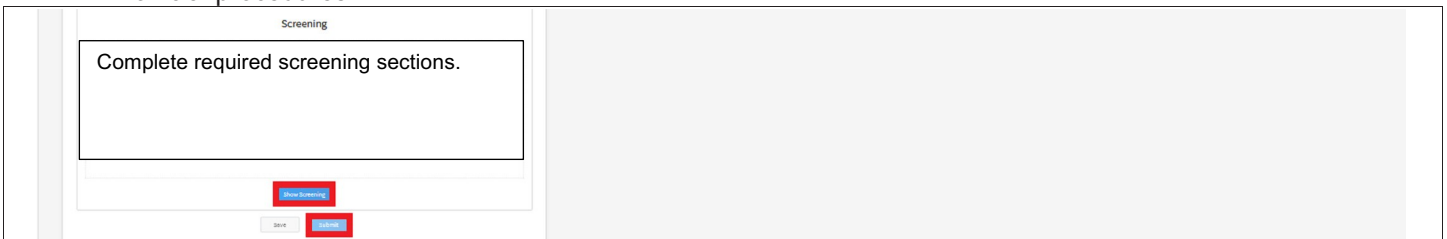


- Click the blue Confirm screen to submit to the county office for approval.



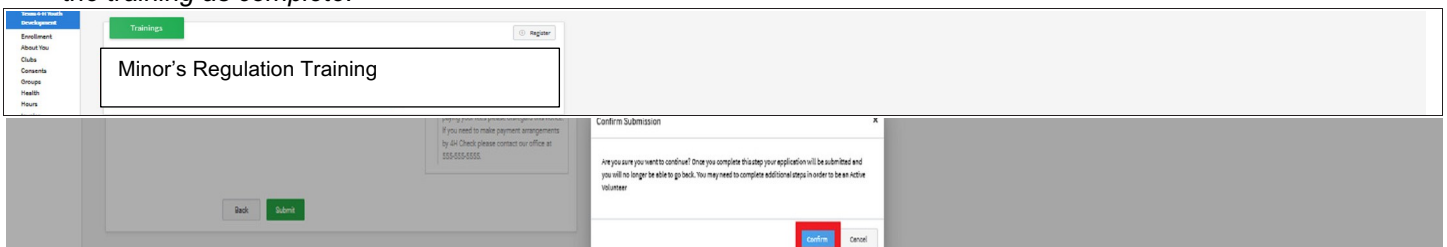
VOLUNTEER SCREENING (If screening is due for the current 4-H year)

- Level 1 Volunteers are required to have a background check ran once every three years. Level 2 volunteers are not required to have a background check.
 - Click the blue Show Screening button to display and answer all required questions and sign were designated.
 - Click the blue Submit button to send the initial screening to county office. The county office will submit a background check request to NC State University. *NC State University will contact you via email with the official procedures.



VOLUNTEER TRAINING (Annual Requirement)

- NC 4-H has one required training that every registered volunteer must complete annually (video).
 - Click the title of the training to bring up the training window. Pop-up window will open with video.
 - Complete the entire training and submit at the end. **The entire video must be viewed for the system to mark the training as complete.*





NORTH CAROLINA 4-H ONLINE RESOURCE GUIDE

ADULT RE-ENROLLMENT

VOLUNTEER STATUS

Active volunteer enrollments must have:

Level 1 Volunteer:

- Approved enrollment by the county office
- Screening completed and passed background check
- 1 state required training completed

Level 2 Volunteer:

- Approved enrollment by the county office
- Screening completed
- 1 state required training completed

	<p>William George #639022 Aug 20, 1965</p> <p>View</p>	<p>4-H Volunteer - Approved Volunteering for 2020-2021 program year Screening Approved Trainings Complete</p>	<p>enrollment, no worries, just click on the link to pick up where you left off. To navigate to a family member click on the view Button to the right of the name. When you are finished viewing the selected member click on the Member List link at the top of the menu to the left.</p>	
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