

FLOODED

WITH VOLUNTEERS

*A Guide to Managing
4-H Youth and Adult
Volunteers During
Disaster Recovery*



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CHECKLIST

REMEMBER - NEVER SELF-DEPLOY!

Only deploy if the invitation has been extended.

- Identify tasks.
- Check liability & accident insurance coverage:
 - 4-H adult volunteers - enrolled & screened
 - 4-H members - enrolled
 - 4-H county program annual group insurance and/or special activity coverage
- Cooperating organization
- Identify and communicate with volunteers regarding event details - date, time, location, tasks, attire and equipment/supplies needed.
- Contact media sources and identify volunteer to provide media coverage.
- Gather proper safety gear AND communicate with volunteers on what to wear.
- Gather proper equipment/supplies AND communicate with volunteers on what to bring
- Gather "Additional items needed during event".
- Gather and provide refreshments and/or food for volunteers
- Make copies and bring event documentation:
 - Disaster Recovery Task Sign Up Sheet
 - Disaster Volunteer Registration Form
 - Volunteer Sign-in/Registration Sheet
 - Evaluation Survey

4-H is a community of young people across America who are learning leadership, citizenship, and life skills. Participating in community service is one way to continue to help youth learn those life skills and become productive and contributing members of their own communities.

Disaster recovery is one way that youth and adult volunteers can get involved with their community in a time of crisis.

As with any service project, it is important to be prepared and have resources that provide support in making a safe plan and successful event.

Extension faculty/staff should assist in assessing any risks to volunteers and property. Extension faculty/staff or capable 4-H leader (adult volunteer) may supervise and assist where needed. No group should engage in a service project that poses a risk for any person or property.

This guide provides some tools to help assist in facilitating a successful event and help minimize potential risks.

DETERMINE THE NEED

- When determining recovery needs, consider contacting community leaders, partner organizations and faith-based organizations.
- In some areas where a recovery-focused Volunteer Reception Center (VRC) has been established, there may be recovery projects already identified for your group to take part. The local Emergency Manager (EM) can direct volunteers to the established VRC if available.
- Once you have established the recovery projects, obtain permissions as needed.
- A key contact such as Extension faculty/staff needs to contact your local EM to help identify recovery needs and/or notify them of your pre-determined recovery event. (i.e. fairgrounds clean-up). Extension faculty/staff can find the local (city, county or tribal) on the Nebraska

Emergency Management Agency (NEMA) website.

- REMEMBER – NEVER SELF-DEPLOY! Only deploy if the invitation has been extended.

CONSIDER EFFECTIVENESS

- Consider the size of your group.
- Consider the age of your members.
- Consider the skills and interests of members.
- Determine and address any potential safety concerns of the disaster recovery project.
- Determine how much time you want to devote to the disaster recovery project.
- Determine how much adult/parental support you have for the project.
- Determine the resources needed for the project; transportation to the event, cleaning supplies, tools and equipment, food and water for the volunteers, personal protective equipment, etc.

IDENTIFY TASKS

- Work with the key contact (on-site) for the recovery project to identify specific tasks. Also determine the time commitment needed to complete the identified tasks.
- Consider the skill set of each adult and youth volunteer – look for their talents. (i.e. If a youth prefers to be inside helping others, allow them to work with the refreshments and meal for the volunteers. If a youth prefers to be outside working with their hands, have them rake grassy areas that were covered in mud.)
- Go over the tasks to be accomplished in a positive manner. Review safety precautions and provide any specific training that may be needed. This may be the first time that some of your volunteers are doing a job, so assure them

APPROPRIATE TASKS

Early Elementary School Children AGES 5 TO 8

- Tasks need to be active. Provide opportunities to practice skills, but tasks that beginners can complete successfully
- There is more interest in the process than in the resulting product; more inclined to continue working on a project than to complete it.
- Collecting-type activities can be good for both group meetings and individual projects at this point.
- Small group activities are effective, but children still need an adult to share approval.

Tasks to Consider:

pack care packages, sort donations

Middle School Children AGES 9 TO 12

- Tasks that involve making or doing something.
- Satisfaction of completing a project comes more from pleasing a leader or parents than from the value or importance of the activity itself.
- For many tasks, children of this age divide themselves into sex-segregated groups. Project interests may separate into traditional male-female areas.
- Middle-school-age children have a strong need to feel accepted and worthwhile.

Tasks to Consider:

groups of boys or girls rake, sweep, or scrub; sort donations; distribute water to other volunteers, serve meals

Young Teenagers AGES 13 TO 15

- Young teens enjoy mental as well as physical activities.
- Small groups provide an opportunity for young teens to test ideas.
- Adults who can provide supervision without interference can have a great influence on these youth. If an adult leader is respected, his or her opinion will be highly valued by young teens.
- Teens feel the need to be part of something important. Tasks that provide good things for others and demonstrate the teen's growing sense of responsibility is ideal.

Tasks to Consider:

rake, sweep, scrub, paint, move items, provide social media postings

Middle Teens AGES 16 TO 18

- Physically middle teens will be able to handle heavier work than the younger 4-H member.
- Youth of this age are able to carry out many tasks on their own and without supervision.
- Teens want to belong to the group but also want to be recognized as unique individuals within that group.
- In general, though, teens pride themselves on their growing ability to be responsible in their own eyes as well as in the eyes of peers and adults.

Tasks to Consider:

rake, sweep, scrub, paint, move items, take leadership with younger volunteers and support the adult volunteers, provide social media posting

HELPING HINT: Consider the skill set of each youth individual and look for their talents. If a youth prefers to be inside helping others, allow him/her to work with the refreshments and meal for the volunteers. If a youth prefers to be outside working with his/her hands, have him/her sweep, scoop, rake or paint.

that it's okay to ask questions or ask for assistance. This is a good opportunity to talk about societal needs and issues.

- Provide sign-up sheets for volunteer event check-in to better manage your volunteers (enclosed in this guide). Require all volunteers to sign up before the start of the recovery efforts.

UNDERSTAND RISK MANAGEMENT

University of Nebraska-Lincoln Youth Activity Safety Policy

Nebraska 4-H Policy and Procedures Handbook 10.1

The University of Nebraska-Lincoln has implemented a Youth Activity Safety Policy to provide a safe environment for youths participating in UNL sponsored activities, clinics or conferences. Our policy includes safe interaction guidelines as well as background and sex registry checks for Activity Workers. This policy will help to protect participating youths from potential misconduct incidents and help provide a safe, educational and enjoyable activity/program experience.

UNL Youth Activity Safety Policy
<https://police.unl.edu/youth-activity-safety-policy>

Activity Workers

1. All Activity Workers must successfully pass a sex offender registry search for Nebraska and the state(s) they reside.
2. All Activity Workers driving activity vehicles must successfully pass a Driving Record Check.
3. In the case of an emergency or accident involving your youth, parents/guardians will be notified, following notification of the appropriate emergency personnel.
4. All UNL activities will comply with UNL's Youth Activities Safety Policy.
5. As parent(s) or legal guardian(s) you give permission to this activity to use photos of your child in promotional media.

University Liability Coverage

Nebraska 4-H Policy and Procedures Handbook 10.4

University of Nebraska-Lincoln liability insurance covers 4-H volunteers who are enrolled as leaders and successfully completed the screening process and are functioning within the scope of a 4-H volunteer. Volunteers are covered in this situation because the 4-H program is part of the University of Nebraska-Lincoln.

Cooperating Organization Liability Coverage

You will want to check with the cooperating organization on their liability coverage.

Accident/Health Insurance

Nebraska 4-H Policy and Procedures Handbook 10.5

It is strongly recommended that each county 4-H program offers accident insurance for its members and leaders. American Income Life Insurance Company (AIL) offers two insurance policies for 4-H programs:

Annual Group Insurance Policy
(\$1 a year plan)

- Provides a full year of coverage for enrolled 4-H members when participating in 4-H activities and events (club meetings, workshops, camps, fair, etc.)
- Enrolled volunteers can also be covered for \$1.
- Those participating in high risk activities including horse project, athletic league sports, ATV, and motorcycle participants have a \$2 annual fee.

Special Activities Coverage for Accident and Illness (for individual events)

- When youth or adults who are not covered under the Annual Policy participate in events and activities, it is advisable to take out this per day accident insurance for these youth.
- Covers any 4-H or extension sponsored activity for youth or adults. Further information on policy benefits and applying for coverage is on the AIL website: <https://www.aillife.com/SpecialRiskDivision/4H-Extension>

4-H Enrollment Requirements

- All youth volunteers are REQUIRED to be 4-H enrolled prior to the recovery event.
- Adult volunteers who will be working with youth are REQUIRED to be 4-H enrolled and screened prior to the recovery event.
- Within the 4-H Online enrollment system, 4-H leaders and members are REQUIRED to complete the health form and code of conduct.
- Obtain data base of all enrolled and screened 4-H members and volunteers and have available on-site.

Adult to Youth Ratio Recommendations

Nebraska 4-H Policy and Procedures Handbook 17.2

- One adult must never be alone with one youth. Activity Workers will never put themselves in the position to be one-on-one with a non-related youth.

- The minimum recommended adult/youth ratio is 1:10, or one 4-H faculty/staff or volunteer for every ten delegates. Groups should be accompanied by adults with specifically defined responsibilities and expectations. Regardless of the size of the delegation, efforts should be encouraged for additional chaperones to be recruited from screened volunteers and parents.

Ages and Stages of Youth

To understand the Ages & Stages of youth development, refer to the information provided in the Appropriate Tasks section (page 6) as it addresses the physical, social, emotional and intellectual characteristics and needs of the youth volunteers.

Health/Vaccinations

Those volunteers who do not have current tetanus vaccinations (including youth younger than 7th grade), are (and may be) pregnant, and who may have compromised immune systems should carefully chose duties that do not put them in harmful situations.

Tetanus Vaccinations

- Tetanus is an uncommon but very serious disease caused by spores of bacteria found in the environment. Many times flood sites have great potential to have rapid mold growth.
- In Nebraska, Tetanus (part of Tdap) is required to enter 7th grade. The vaccination can be given after the seventh birthday depending on the brand of vaccine received and prior to entry to 7th grade.
- Adults who were never vaccinated or who didn't follow the complete set of vaccinations as a child should receive a Tdap shot followed by the Td booster dose 10 years later, according to the Centers for Disease Control and Prevention (CDC). Found at: <https://www.cdc.gov/tetanus/>

ADULT | YOUTH RATIOS

Recommended

Adult | Youth
Minimum Ratio No less than 2:2

*No less than two adults per activity/
duty with no less than two youth*

Age Group	Adult Youth Maximum Ratio
Early Elementary School Ages 5 to 8	Ratio 2:6
Middle School Youth Ages 9 to 12	Ratio 2:8
Young Teenagers Ages 13 to 15	Ratio 2:8
Middle Teens Ages 16 to 18	Ratio 2:10

KEEPING HANDS CLEAN:

Whenever serving volunteers food and drinks, be sure to have adequate hand washing stations to use before eating or drinking. Also, provide a clean eating space whenever food is served.

Proper Attire

Provide for Volunteers

- Heavy protective gloves (non-latex, vinyl, nitrile, or rubber)
- Heavy work gloves
- N95 masks* (or a respirator with a higher protection level)
- Safety goggles*
- Earplugs or protective headphones*
- Safety equipment is to be used by the skilled adult volunteers for potential hazardous tasks. Youth volunteers and adult who are untrained must not be placed in situations that could be hazardous.

Attire Requirements for Volunteers

- Wear long pants, long sleeves, (rubber) boots, and rubber gloves.
- Wear provided earplugs if working near noisy equipment.
- Wear safety goggles if working near substances that could splash in eyes.

Additional Attire Requirements for Adult Volunteers

- In order to protect yourself from germs in the water, mold on surfaces and the chemicals in cleaning supplies, make sure body is well covered.
- Wear provided masks and gloves. Protect your nose and lungs.

Cleaning Safely

CAUTION: Mold clean-up is to be completed by ADULTS ONLY. Youth must NOT take part!

What to Wear Before Entering a Home or Building with Mold Damage

- Goggles or eye protection
- N-95 respirator or one that provides even more protection (check packaging for "N-95")
- Long-sleeved shirt
- Protective gloves
- Long pants
- Waterproof boots

What to do During Cleaning

- Use soap or cleaning products with a disinfectant for killing germs. Never mix bleach with other cleaning supplies in the same bucket.
- Open windows and use fans to pull fumes from your work area.

TAKE CAUTION WITH MOLD

If adult volunteers have a breathing problem like asthma, they are NOT to enter buildings with mold damage. Mold can make asthma symptoms worse.

If adult volunteers have a weakened immune system (such as from cancer treatment or medicines that suppress the immune system), they are to NOT enter buildings with mold damage. People with a weakened immune system are more likely to get a serious illness from mold.

Youth volunteers must NOT enter buildings with mold damage.

MORE INFORMATION ON REMOVING MOLD:

www.cdc.gov/mold/cleanup-guide.html
www.cdc.gov/niosh/topics/emres/pep-flood.html

MORE INFORMATION ON WEARING RESPIRATORS:

www.cdc.gov/disasters/disease/respiratory.html

HELPFUL EQUIPMENT

- To control dust, avoid dry sweeping. Mist down areas to contain dust and collect the dust with a wet/dry shop vac.
- Always wash your hands thoroughly with soap and warm water or an alcohol-based hand sanitizer when you are done cleaning.
- After completing the recovery tasks, thoroughly wash all clothing and footwear. Volunteers must properly bath or shower immediately after completing the tasks.

Resources Used

<http://www.health.ri.gov/emergency/flooding/about/cleaning/>

<https://www.epa.gov/children/protecting-childrens-health-during-and-after-natural-disasters#mold>

Additional Safety Considerations

- Use teams to move heavy/bulky objects. Have teams of at least two people work together to move heavy or bulky objects.
- Avoid lifting any material that weighs more than 50 pounds (per person).
- Stay safe in hot weather. In hot weather, try to stay cool by staying in air-conditioned buildings, taking breaks in shaded areas or in cool rooms, drinking water often, and wearing light and loose-fitting clothing. Do outdoor activities during cooler hours. For more information on protecting yourself against heat-related illness, see the Center for Disease Control Extreme Heat Website at <https://www.cdc.gov/disasters/extremeheat/index.html>.
- Transportation to the recovery event will be provided only by parents or screened adult volunteers who have a valid license.

Resources

<https://www.cdc.gov/disasters/cleanup/facts.html>

Supplies for Disaster Recovery

- Scoop shovels & shovels
- Push brooms
- Rakes
- Sponge mops
- 5 gallon buckets
- Disinfectant chlorine bleach
- Dish detergent
- Scrub brushes
- Wash cloths
- Trash bags
- Bottled water
- Packaged snacks
- Demolition tools

ONLY TO BE USED BY SKILLED ADULT VOLUNTEERS

- Chainsaws
- Tractors and heavy equipment (if needed and specific tasks require)
- Fans and Dehumidifiers

If equipment is used for a task, it must be used according to the manufacturer guidelines and only be used by adult volunteers who have been trained in the correct use of the equipment.

Additional Items Needed During the Event

- First Aid Kit
- Cell Phone
- List of Emergency Numbers
- At least two fire extinguishers (each with a UL rating of at least 10A)

EVENT ORIENTATION

- Before the recovery event begins, start with an orientation for staff and volunteers.
- The purpose of the orientation is to establish clarity regarding: outcomes expected during the recovery effort, expectations for safety, and gratitude for the service provided.
- Orientations should be quick and efficient.
- Orientations should communicate the strategy for accomplishing the task and the dismissal strategy. This helps volunteers know what to do when tasks are complete.

DOCUMENTATION EFFORTS

Event Paperwork Recovery Event Requirements

Disaster Volunteer Registration Form (2 pages) – This form is required to be completed by each volunteer and prior to the start of the recovery event. Forms require a signature by all volunteers and a parent/guardian signature for volunteers under 18 years of age.

Volunteer Sign-in/Registration Sheet – This sheet is a registration form that is utilized by the service project coordinator who is on-site at the recovery event and is used for volunteers to sign-in and sign-out.

Requirements for your local area may be different than those listed above. Key Extension faculty/staff can contact your local Emergency Manager for requirements.

At the completion of the recovery event, all completed paperwork is to be submitted to the local Emergency Manager. The documented hours of volunteer work will be considered by FEMA when funding is provided.

SAMPLE ORIENTATION

Welcome

- “Thank you for your generosity.”
- Identify who you are, your role with Extension, and the role you will play today. Identify how volunteers can get in touch with you throughout the volunteer time if needed.

Pledge of Allegiance & 4-H Pledge

State expected outcomes for the day

- Example: “Today we will work together and remove debris from the building.” Or “Today we will complete two tasks: removing debris from the building and relocate cleaning supplies from the storage units to the assigned distribution vehicles.”

Safety plan for the day.

- “Our first priority is safety. The following are safety expectations for the day.”
- “Review locations of fire exits, shelter-in-place locations, and evacuation procedures if conditions arise.”

Distribute task assignments

Identify timeline for task completion

Review required documents to be completed by each volunteer

- Identify dismissal strategy
- Have group re-gather
- Acknowledge accomplishment
- Take opportunity for reflection time
- Ask to complete evaluation
- Demonstrate gratitude

Documenting Your Efforts

It is very important to respect disaster survivors' dignity by respecting their privacy. Encourage volunteers to be sensitive to the impact that the disaster has on its survivors. i.e. It would not be appropriate to take photos of displaced survivors living in a shelter or accepting donations at the distribution center.

If/when appropriate, document your group's efforts with pictures, videos, or written articles. Write an article and submit it along with a picture to local media. Be sure that youth and adult volunteers in the photos have signed a media release form before sending to media or posting on social media

SELF-CARE

Self-Care During and Following a Disaster Recovery Project

- It is important youth and adults to practice self-care and provide support to members of the team when involved in disaster recovery.
- Some members of your team may have been impacted personally by the disaster. Others may have reactions from seeing the damage or for example, working with disaster survivors at a donation center. Pay attention by watching for signs of stress.
- During a project, identify a safe place where members of your team can go if they need a break.
- Make sure youth and your adult volunteers know it isn't unusual to have reactions to what they are experiencing.
- Check on your team regularly throughout the disaster recovery project and follow-up after project.

Resources

<https://www.cdc.gov/childrenindisasters/helping-children-cope.html>

REFLECTION

Plan for a reflection and application period. This can either be at the end of the recovery project or at your next group meeting.

Let members share their thoughts about their experience.

You may need to ask questions to get them talking. Some sample questions might include:

Reflect:

- Describe what happened at the recovery project.
- What did you like about the recovery project?
- How did you feel about this project?
- What did you notice about the people who were helped by this project?

Apply:

- What might we do differently if we do this project again?
- How else might we help in the future?
- How can we use what we learned from this project?

EVALUATION

The recommended program evaluation includes a youth survey and an adult survey. They are available both in paper form and electronically through Qualtrics. Paper copies and links for both surveys can be found in the Employee Resources page on 4h.unl.edu/employee. Nebraska 4-H Program - Employee Page - Evaluation & Impact - 4-H Issue Team and Statewide Program.

Recovery Service Learning - Youth

The youth survey includes items from the National 4-H Common Measures Citizenship survey and custom items for this experience. Additional custom items can be added locally as needed.

The outcomes measured include:

- Interest in Community Service and Giving Back
- Community Awareness
- Quality of Engagement in this Experience

Recovery Service Learning - Adults

The adult survey is designed to assess their connection to Extension and the quality of their experience. Custom Items can be added as needed.

The outcomes measured include:

- Connection to Extension
- Quality of Engagement in this Experience

OTHER HELPFUL RESOURCES

True Leaders in Service Risk Management
Plan Activity or Event at

[https://4-h.org/wp-content/uploads/2016/12/
Risk-Management-Checklist-v1.pdf](https://4-h.org/wp-content/uploads/2016/12/Risk-Management-Checklist-v1.pdf)

True Leaders in Service Toolkit

[https://4-h.org/get-involved/true-leaders-in-
service/#!toolkit](https://4-h.org/get-involved/true-leaders-in-service/#!toolkit)

UNMC - Flood Resources - Resources for the
Public

[https://www.unmc.edu/flood/resources-
public.html](https://www.unmc.edu/flood/resources-public.html)

DISASTER VOLUNTEER REGISTRATION FORM

(Please print clearly. Submit at Volunteer Reception Center or email/fax (see reverse))

Mr ___ Mrs ___ Ms ___ Name _____ Birth Date _____ Day Phone _____

E-mail address _____ Evening Phone _____

Home Address _____ City _____ ST _____ Zip _____

Emergency Contact _____ Relationship _____ Emergency Phone _____

Your Occupation _____ Employer _____

Business Address _____ City _____ ST _____ Zip _____

Are you a year-round resident? ___ Yes ___ No Months you are available _____

If you have any health limitations, please explain _____

I am willing to volunteer in: ___ this county ___ a neighboring county ___ anywhere in the state ___ anywhere in the U.S.

Are you currently affiliated with a disaster relief agency? If yes, name of agency: _____

Special skills and/or vocational/disaster training: _____

SKILLS: Please check all that apply. Including skills that could be applied for additional recovery efforts.

MEDICAL

___ Doctor – Specialty: _____

___ Nurse – Specialty: _____

___ Emergency medical cert.

___ Mental health counseling

___ Veterinarian

___ Veterinary technician

COMMUNICATIONS

___ CB / ham operator

___ Hotline operator

___ Cell phone # _____

___ Satellite phone # _____

___ Public relations

___ Web page design

___ Public speaker

Language other than English:

___ French

___ German

___ Italian

___ Spanish

___ Russian

___ Creole

___ _____

___ _____

___ _____

OFFICE SUPPORT

___ Clerical – filing, copying

___ Data entry – Software: _____

___ Phone receptionist

SERVICES

___ Food

___ Assistance to elderly.

___ Child care

___ Spiritual counseling

___ Social work

___ Search and rescue

___ Auto repair/towing

___ Traffic control

___ Crime watch

___ Animal rescue

___ Animal care

___ Runner

___ Functional needs support _____

STRUCTURAL

___ Damage assessment

___ Metal construction

___ Wood construction

___ Block construction

___ Cert. # _____

___ Plumbing

___ Cert. # _____

___ Electrical

___ Cert. # _____

___ Roofing

___ Cert. # _____

TRANSPORTATION

___ Car

___ Mini van

___ Maxi-van, capacity _____

___ ATV

___ Own off-road veh/4wd

___ Own truck, description: _____

___ Own boat, capacity _____

___ Type: _____

___ Commercial driver

___ Class & license #: _____

___ Camper/RV, capacity & type: _____

___ Wheelchair transport

LABOR

___ Loading/shipping

___ Sorting/packing

___ Clean-up

___ Operate equipment –

___ Types: _____

___ Have experience supervising others

EQUIPMENT

___ Chainsaw

___ Backhoe

___ Generator

___ Other: _____

___ _____

Office Use Only

1 2 3 4 5

DISASTER VOLUNTEER REGISTRATION FORM (Side two)

Release of Liability Statement

I, for myself and my heirs, executors, administrators and assigns, hereby release, indemnify and hold harmless [Coordinating Agency, local governments, State of _____, the organizers, sponsors and supervisors of all disaster preparedness, response and recovery activities (check with local Risk Management and Emergency Management Departments re who should be included)] from all liability for any and all risk of damage or bodily injury or death that may occur to me (including any injury caused by negligence), in connection with any volunteer disaster effort in which I participate. I likewise hold harmless from liability any person transporting me to or from any disaster relief activity. In addition, disaster relief officials have permission to utilize any photographs or videos taken of me for publicity or training purposes. I will abide by all safety instructions and information provided to me during disaster relief efforts.

Further, I expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the State of _____, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

I have no known physical or mental condition that would impair my capability to participate fully, as intended or expected of me.

I have carefully read the foregoing release and indemnification and understand the contents thereof and sign this release as my own free act.

Signature _____ Date _____

Guardian, if under 18 _____ Date _____

Volunteer's credentials were recorded as presented. Verification of credentials and any background check required are the responsibility of the receiving agency.

This volunteer was referred to the following agencies:

Date	Need #	Agency	Contact Name	Contact's phone #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Return this completed form to:

(Add Coordinating Agency name, address, email address and fax number here)

DISASTER RECOVERY TASK

Title of Project	
Task/Assignment (w/ brief description)	
Location on Recovery Site	
4-H Adult Volunteer Task Leader 1 (REQUIRED)	FULL NAME:..... ON-SITE CELL NUMBER: _(.....)_
4-H Adult Volunteer Task Leader 2 (REQUIRED)	FULL NAME:..... ON-SITE CELL NUMBER: _(.....)_
Contributing Organization Adult Task Leader (OPTIONAL)	FULL NAME:..... ON-SITE CELL NUMBER: _(.....)_
Age Range	
Adult-Youth Ratio (REQUIRED - no less than 2 adults with 2 youth)	
# Volunteers # of Adults & # of Youth	----- # of ADULT VOLUNTEERS ----- # of YOUTH VOLUNTEERS
Attire & Personal Protective Equipment	
Equipment/Tools	



Disaster Recovery Task Sign Up

Title of Project	
4-H Adult Volunteer Task Leader 1	Full Name: _____ On-Site Cell Number: ()
4-H Adult Volunteer Task Leader 2	Full Name: _____ On-Site Cell Number: ()
Contributing Organization Adult Task Leader	Full Name: _____ On-Site Cell Number: ()

	Name	On-Site Cell Number	Age	4-H Enrolled (x)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

Recovery Service Learning

ADULT SURVEY

You have been given this survey because you have participated in a 4-H program or project and 4-H would like to learn about you and your experiences in 4-H.

Your answers are important and they will be kept private. But, if you don't want to fill out the survey, you don't have to or if there is a question you don't want to answer, you can leave it blank.

There are no right or wrong answers, so please answer all questions honestly.

Thank you for your help!

1. How were you recruited to this event?

- I signed up after seeing an advertisement for this event
- I was individually asked by an organizer of the event
- I was invited by a peer to participate
- I'm part of a group participating at this
- Event (church, 4-H club, employer, etc)
- Other

2. Were your skills successfully matched to a service role?

- Yes
- No

3. Did you feel adequately prepared or trained for this experience?

- Yes
- No

4. Rate the overall quality of this experience.

- Great
- Average
- Not very good

5. Please explain why you rated the overall quality of this experience as you did.

6. Do you feel that you made a difference through this service experience?

- Yes
- No

7. **Please explain why you think you did or did not make a difference through this experience.**

8. **Have you ever volunteered with Extension/4-H before today?**

- Yes
 No

9. **Have you ever participated in an Extension/4-H program before today?**

- Yes
 No

10. **Which of the following best describes your gender?**

- Male
 Female
 I don't want to say

11. **Which of the following best describes your ethnicity?**

- Hispanic or Latino
 Not Hispanic or Latino

12. **Which of the following best describes your race?** *You can choose more than one answer*

- Asian
 Black or African American
 American Indian/Alaskan Native
 Native Hawaiian/Other Pacific Islander
 White or Caucasian
 I don't know



Recovery Service Learning

YOUTH SURVEY

You have been given this survey because you have participated in a 4-H program or project and 4-H would like to learn about you and your experiences in 4-H.

Your answers are important and they will be kept private. But, if you don't want to fill out the survey, you don't have to or if there is a question you don't want to answer, you can leave it blank.

There are no right or wrong answers, so please answer all questions honestly.

Thank you for your help!

- 1. Do you like helping people in your community?**

 - Yes
 - Usually
 - Not Really
 - No
- 2. When you learn about a problem in the community, do you look for ways to help?**

 - Yes
 - Usually
 - Not really
 - No
- 3. How much has 4-H inspired you to volunteer in your community?**

 - A lot
 - A little
 - Not at all
- 4. Because of 4-H, did you meet leaders in your community?**

 - Yes
 - Sort of
 - No
- 5. Have you ever done a community service project?**

 - Yes
 - No
- 6. Have you ever helped plan a community service project?**

 - Yes
 - Sort of
 - No
- 7. Have you ever led a community service project?**

 - Yes
 - Sort of
 - No
- 8. Did you feel prepared for your job today?**

 - Yes
 - No

Please continue to next page...

9. **Rate the overall quality of this experience.**

- Great
- Just ok
- Not very good

10. **Do you feel you made a difference through this service experience?**

- Yes
- No

11. **Please describe how you think you made a difference during this experience.**

12. **Are you a current 4-H member?**

- Yes
- No

13. **How old are you?**

 years old

14. **Which of the following best describes your gender?**

- Male (boy)
- Female (girl)
- I don't want to say

15. **Which of the following best describes your ethnicity?**

- Hispanic or Latino
- Not Hispanic or Latino

16. **Which of the following best describes your race?** *You can choose more than one answer*

- Asian
- Black or African American
- American Indian/Alaskan Native
- Native Hawaiian/Other Pacific Islander
- White or Caucasian
- I don't know

STEP 1

COMPLETE FORM

Disaster Volunteer
Registration Form

STEP 2

SIGN IN

Volunteer Sign-In
Registration

STEP 3

TASKS

Disaster Recovery

Task Sign Up

STEP 4

ATTIRE

Obtain Attire

Needed for Task

STEP 5

EQUIPMENT

AND SUPPLIES

Obtain Equipment and supplies needed for Task

Final Steps

EVALUATION

REFLECT/APPLY

SIGN OUT

REFLECT:

Describe what happened at the recovery project.

REFLECT:

What did you like
about the recovery
project?

REFLECT:

How did you feel
about this project?

REFLECT:

What did you notice
about the people
who were helped by
this project?

APPLY:

What might we do
differently if we do
this project again?

APPLY:

How else might we
help in the future?

APPLY:

How can we use
what we learned
from this project?