

SOMERSET COUNTY 4-H FAIR ADULT HERDSMAN INFORMATION
(Application on reverse side)
Due July 8, 2019, INCOMPLETE OR LATE APPLICATIONS WILL NOT BE ACCEPTED

WHAT IS AN ADULT HERDSMAN?

Somerset County 4-H members representing ALL 4-H project areas who sleep overnight in Fair tents to make sure ALL projects and equipment are safe and secure overnight. They also help to make everything clean and neat for the next day. Adult Herdsmen are under the supervision of the Herdsmen Supervisor(s) and the County 4-H Agent(s).

ADULT HERDSMEN REQUIREMENTS:

- Must be a registered volunteer with a completed background check by June 1
- Follow the instructions of the Herdsman Supervisor(s)
- Attend all evening herdsman meetings at the Fair
- Assist Herdsmen Supervisor (s) in enforcing all overnight herdsman to participate in the mandatory clean-up and other assigned tasks
- Act as a positive role model and be a person of good character who pledge to uphold the six pillars of character: **Trustworthiness, Respect, Responsibility, Fairness, Caring and Citizenship.**

THE 4-H ADULT HERDSMEN CONTRIBUTE A VALUABLE SERVICE TO THE 4-H FAIR

Herdsman Rules

1. Adult Herdsmen must be a registered, active 4-H Volunteer.
2. Herdsman applications must be completed fully. Incomplete or late applications will not be accepted. The Herdsmen Supervisor and the 4-H Agent **must approve** all adult herdsman and their signatures will be obtained at the herdsman orientation.
3. Attendance at one of two pre-Fair Herdsman Orientation meetings is required (July 23 or July 29 at 7:00 p.m. at the 4-H Center). Herdsmen receive official ID's at these two meetings.
4. Herdsmen will be assigned to oversee specific tents, but not necessarily their own exhibits. Individuals with special needs must speak to the Herdsmen Supervisor at the herdsman's meeting. **As an adult herdsman, you are committing to staying overnight and assisting the Herdsmen Supervisor(s). This includes helping the youth herdsman to be safe and protect the 4-H projects.**
5. **ALL** herdsman (including the adults) **must** attend a herdsman meeting each night they stay at the fairgrounds. This half-hour meeting usually begins at 10:30 p.m. After the meeting, herdsman will complete assignments and sleep in assigned tents (not outside or in a vehicle). As an adult herdsman your role is to support the Herdsman Supervisor(s), enforcing the mandatory cleaning and other assigned tasks. If there is a problem with a child, (physical, emotional, or disciplinary) you should bring it to the attention of the Herdsman Supervisor(s) immediately. **The Herdsman Supervisor(s) and the County 4-H Agents will deal with any disciplinary actions.**
6. Adult herdsman help and support in making sure all youth herdsman help breakdown the food tent Friday night before other exhibits/projects/tents are dismantled. You do not need to assist, but it would be appreciated!
7. Adult herdsman must remain on the fairgrounds between 10:00 p.m. and 7:00 a.m. Absolutely no visitors are allowed. Breakfast will be served between 7:00 and 7:30 a.m.
8. Adult herdsman are not permitted to handle any exhibits, enter any concession in the Food Tent (except for emergencies). Adult herdsman are **NOT** permitted to use Fair vehicles without approval from the Herdsmen Supervisor(s) and/or the 4-H County Agent(s).
9. Adult herdsman are required to notify herdsman supervisors by 7pm each night if they are unable to stay their assigned night. An adult/youth ratio must be maintained and this gives herdsman supervisors the opportunity to find a replacement adult.
10. Alcohol or other drugs are **NOT** permitted on the fairgrounds. There is **NO** smoking or vaping on the fairgrounds (regardless of age).
11. Any herdsman (adult or child) sent home during the fair for disciplinary problems will not be allowed to be a herdsman for the rest of the fair and the next year's fair.

NOTE – YOU WILL NEED TO SUPPLY ALL YOUR OWN SLEEPING GEAR (EG: SLEEPING BAG, COT, ETC.)

Somerset County 4-H Fair

Adult Herdsman Application – Due July 8

Must be a registered volunteer and completed background check by June 1 to be an adult herdsman.

Please print clear and neatly. **You MUST submit an original headshot photo with application. Email (preferred) to smutko@co.somerset.nj.us**

Name of applicant _____ Cell Phone _____

Address _____

Town _____ State _____ Zip _____ Email _____

I'm a Volunteer for This Club (s) _____

Please *circle* the day(s) you will stay overnight at the Fair. We must have adults stay overnight Friday too.

Tuesday
August 6

Wednesday
August 7

Thursday
August 8

Friday
August 9

• **Applicant agreement:**

If selected as a 4-H Fair Herdsman, I agree to complete my duties and follow the rules mentioned in this letter including attending one of the two Herdsmen Orientation meetings on either **July 23 or July 29 at 7:00 p.m. at the 4-H Center. IF YOU DO NOT ATTEND THE ORIENTATION MEETING, YOU WILL NOT BE ALLOWED TO BE A HERDSMAN.**

Applicant's Signature

• **Medical Emergency Authorization and Health Information**

In case of a sudden illness or an accident to the above named participant requiring immediate treatment or surgery while he/she is a participant in this activity, I authorize the 4-H chaperone(s) to take such action as seems appropriate to protect the health and physical well-being of the above participant. This authority extends to any physician(s) and/or surgeon(s) selected by the chaperone(s) to perform medical and/or surgical procedures including examinations and tests necessary to preserve the life and well-being of the above named participant.

Emergency #'s			
Contact Person			

The following information is provided as an aid to the chaperone(s) in dealing with the well being of the participant. The participant has the following **health conditions**: (including such things as allergies, handicaps, diabetes, asthma and medications needed).

Insurance Carrier Group Number Member's ID Number

For office use only: Herdsman Orientation Meeting attended: _____ July 23 _____ July 29

New Jersey 4-H Release/ Agreement Form for Adults



Both sides of this form must be completed and signed by all adults participating in 4-H overnight activities, field trips, and events requiring group transportation where youth are present, or any other events sponsored through the 4-H Youth Development Program as determined by the event coordinator. The form should be submitted prior to the event.

Information about the Adult Participant and Activity

Name of Adult participant: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone number: (____) _____ Email Address: _____

4-H county: _____ Have you gone through the appointed volunteer process? Yes No

Name of activity/event: _____

Name of 4-H group sponsoring or participating in this event: _____

Location of event: _____

Date and time of participation of individual named above: _____

Release of Liability

Although Rutgers Cooperative Extension and its event coordinator(s) will use the utmost precaution in guarding the health of all participants and preventing accidents, I release them from any liability in case of injury as a result of this activity. Furthermore, I release the owner and driver of the car transporting me to and from this event, from any liability in the case of illness or injury.

Sign Here 

Signature of adult participant _____

Medical Emergency Authorization and Health Information

In case of sudden illness or an accident to myself requiring immediate treatment or surgery while I am a participant in this activity, I authorize the 4-H event coordinator or other adults present to take such action as seems appropriate to protect my health and physical well-being. This authority extends to any physician(s) and/or surgeon(s) selected to perform medical and/or surgical procedures including examinations and tests necessary to preserve my life and well-being. All efforts will be made to contact the individual named as my emergency contact above in case of emergency.

Name of emergency contact

Phone number

Name of additional emergency contact

Phone number

The following information is provided as an aid to the event coordinator in dealing with my well-being. I have the following conditions (include allergies, handicaps, diabetes, pregnancy, asthma, medications needed, etc.):

Health conditions: _____

Medications/Instructions: _____

Health Insurance: Company Group# _____ ID# _____

Sign Here 

Signature of adult participant _____

New Jersey 4-H Code of Conduct

The primary purpose of the New Jersey 4-H Code of Conduct is to ensure the safety and well-being of all participants at 4-H sponsored events and activities. It applies to all participants, with participants defined as 4-H members, their parents, and volunteers.

As a participant in the 4-H program, I will:

- **Conduct myself in a courteous manner and treat members, parents, 4-H volunteers, Extension staff, judges and others with respect. Appropriate language and behavior are expected at all times.**
- **Respect and adhere to the rules and guidelines of the 4-H program including all those specific to a 4-H event or activity.**
- **Uphold an individual's right to dignity by supporting an environment of inclusion which welcomes involvement of participants from all backgrounds.**
- **Accept supervision and support from county and state 4-H staff while participating in the 4-H program. This includes acceptance of supervision and support from appointed 4-H volunteers coordinating 4-H events and activities.**
- **Obey local, state and federal laws.**

Participants who fail to adhere to the New Jersey 4-H Code of Conduct are subject to a range of disciplinary actions. Such actions will be taken in compliance with the New Jersey 4-H Discipline Policy and Procedure. When appropriate, immediate corrective action will be taken at the 4-H event to ensure the safety and welfare of all participants.

I understand if I fail to adhere to the above Code of Conduct, I will be subject to disciplinary action and potentially prohibited from attending and participating in the New Jersey 4-H Youth Development program.



Signature of participant

Date

New Jersey 4-H Media Policy and Release

The 4-H program routinely promotes activities through various media. This includes, but is not limited to newsletters, newspapers, brochures, and displays. In doing so, the names and photos of members may be included to help tell the 4-H story. However, New Jersey 4-H policy is that on web sites, youth in photos will not be identified by name(s).

- No, do not use my individual picture for any purpose.** I will make an effort to avoid opportunities to be in group photos.
 - No, do not use my name for any purpose.**
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Revised: January 2013

Cooperating Agencies: Rutgers, The State University of New Jersey, U.S. Department of Agriculture, and County Boards of Chosen Freeholders. Rutgers Cooperative Extension, a unit of the Rutgers New Jersey Agricultural Experiment Station, is an equal opportunity program provider and employer.