

Client Protection Process – Volunteer Questions

Volunteer Questionnaire (Required of **All applicants)**

*This questionnaire may be used in place of an interview for individuals who have an association with Extension or the Agent-including familiar community members or past program participants.

Please respond to the following questions in detail.

1. What experiences or volunteer activities will help you be successful in this position?
2. What appeals to you about serving as a volunteer in this role?
3. Tell us about a time when a young person did not follow rules. How did you handle the situation?
4. Describe a situation in which you worked as a team member.
5. How can the Agent best support and supervise you in your volunteer role?

Volunteer Questionnaire II (Required of **NEW applicants)**

*In-depth interview questions for new applicants (those with no previous contact with the program, are unfamiliar to the agent, or to one or more of the CPC). These questions should be asked face-to-face of all new applicants, in addition to the five questions on the Volunteer Questionnaire.

Please respond to the following questions in detail.

1. What do you see as the objective of this Extension program?
2. How would you handle an individual (youth or adult) who is disrespectful of the organization's expectations and code of conduct?
3. How would you describe yourself?
4. Describe a time when you were tasked with something that you had little knowledge of how to complete. How did you handle this?

In-depth, Secondary Interview Questions (Yellow)

*In-depth interview questions for new applicants (those with no previous contact with the program, are unfamiliar to the agent or to one or more members of the CPC) with a yellow designation.

Please respond to the following questions in detail.

1. Why would you like to volunteer for Cooperative Extension?
2. Give an example of a program that you've overseen organizing and planning.
3. **Ask this question if position requires teaching or public presentations:*
Describe your experience in preparing and presenting information to a group.
What did you do well and what did you learn?
4. Describe your experience in serving on a committee or workgroup where you had to work to come to a common understanding or decision – how did you participate? What was your role?
5. If volunteering for a position where you might handle money, have you ever been required to be bonded, and the bond was either refused or revoked?