



Scenario 1 (Educators)

As a 4-H educator, you have club leaders who have been involved for many years and may have the perspective that since they have been through multiple educators, they have been the ones keeping the program afloat.

You know there is an opportunity for your local 4-H club members to participate in a youth event outside of 4-H or FFA that is coming up. When you reach out to clubs to find out if there is interest, you learn that a leader has already collected names, submitted registrations and arranged for the overnight stay including renting a van to transport the youth by themselves to the event.

As an educator,

- **What risk management concerns does this scenario pose?**
- **Who would you need to contact to address these concerns?**
- **What steps would need to be taken to ensure you would be covered for this event once you take charge?**
- **What steps would need to be taken with this volunteer?**
- **What could you do from a policy standpoint to ensure you keep this from happening in the future?**



Risk Management Scenario 2 (Educators)

As a 4-H educator, you are the program authority in your county. If your program uses volunteers to engage youth and adults in educational programming, it is your duty to assure that those volunteers are prepared and protected to serve.

Volunteers serving your program are representing you, the program, Purdue Extension and the University which can create legal and liability issues if their actions are grossly negligent or malicious.

You receive word from a community member that a volunteer in your program has been charged with a felony. You know that this volunteer has a workshop scheduled for next month that is currently being promoted and open for registration.

As an educator,

- **What risk management concerns does this scenario pose?**
- **Who would you need to contact to address these concerns?**
- **What steps do you need to take regarding the program scheduled for next month?**
- **What steps would need to be taken with this volunteer?**



Risk Management Scenario 3 (Volunteers and Educators)

As a volunteer, you have the opportunity to work with many kids but also you are an extension of the 4-H program. You are also someone with a local connection, so you gain the trust of the youth you work with.

You are hosting a gardening program in the spring. It is nice and warm, so you are able to hold most of the activities outside. You notice almost all of the kids are wearing shorts and t-shirts due to the temperature and actively engaging in the workshop activities. You notice a young child show up who in the past has been quiet and reserved wearing long pants and a sweatshirt. As the program proceeds, you observe this youth is not engaging with the other youth and barely working through the activities. You remember that their father dropped them off and left saying he would come back at the end of the program.

As an adult in the state of Indiana, you are a mandatory reporter.

- **How should you engage this youth? Should you have a conversation with them? If so, where should you have the conversation? What should you say or ask?**
- **What steps should you take from a risk management standpoint?**
- **Should you notify anyone of your suspicions, what you say or what you were told? If so, who do you need to reach out to and when?**
- **Why is it important for us to be aware of our youth, but also to know our youth who attend our events?**



Scenario 4 (Educators and Volunteers)

Extension programs working with a variety of clientele, including parents and caregivers of our youth through a variety of program opportunities. When a program includes a competition component, or components that require more than just showing up, this can lead to increased pressure, emotions and sometimes tempers or attitudes may flare.

It is fair week, and you have placed the ribbons and awards on the static projects, and now you will be opening up the hall for the public to see. Suddenly you hear loud voices in the hall and two parents are exchanging inappropriate comments regarding the placing of their child's project who was less than another in the same project. When you approach and ask them to quiet their voices, they then turn on you and accuse you of favoritism and fixing the results. They become belligerent towards you. The situation is quickly escalating and now a crowd is beginning to form around you all.

As an Educator or volunteer representing Purdue Extension,

- **What steps should you take from a risk management standpoint?**
- **Who should you involve quickly with this escalating and where should you move this meeting too?**
- **How can you try to de-escalate a situation like this?**
- **What are your options as far as how you handle the parents if they are not volunteers?**
- **How can you be proactive for future situations like this?**



Scenario 5 (Educators and Volunteers)

Today, there is a strong focus on safety when working with youth. There are policies in place that help educate and train those who work with youth to ensure we create a safe environment for all. 4-H requires all assuming supervisory responsibility for youth be approved volunteers in 4-H Online. This includes specific paperwork and screening (registry and reference checks).

You have organized a workshop for the youth and have worked hard to ensure all those involved with the program have completed the volunteer requirements. On the day of the workshop, you have a couple individuals show up to assist who are not on your list of approved volunteers. When you talk to them and let them know they are unable to assist today, they get upset and say they haven't ever had to do that junk before and won't start now.

As an educator or volunteer,

- **What steps should you take from a risk management standpoint?**
- **Could you allow them to serve as a one-day volunteer? If so, what steps would need to be done immediately to allow this to happen?**
- **How would you communicate the “why” behind completing the volunteer requirements? How would you communicate the need to create a safe environment for youth?**
- **What steps could you take to ensure something like this doesn't happen at a future event?**



Risk Management Scenario 6 (Educators and Volunteers)

Even when we take steps to reduce and transfer risk inherent in some Extension programming, there is always a chance someone will get hurt. Accidents can happen regardless of the type of program or audience you are working with.

You have organized a non-custodial education program for youth and parents. Adult volunteers are assigned to lead station activities that the youth and adult participants will rotate through over the course of two hours. Participants are expected to register in advance and check in prior to the start of the event. During the event, a youth participant cuts their hand on one of the animal enclosures at one of the stations and is bleeding pretty badly.

As an educator or volunteer,

- **What steps should you take from a risk management standpoint?**
- **Who can and/or should be involved in managing this situation?**
- **What should you do if the parent says you don't have to do anything and that their kid will "Be ok"?**
- **Do you have to report this accident since it happened at a non-custodial event? If so, how do you make a report and who do you report to?**
- **What could you do**