



Intern Behavioral Guidelines

Oklahoma families and other youth service programs trust in OSU Extension to provide educational programs in a safe environment for participating youth. Adults who assume roles as educators, program assistants, interns and volunteers within Extension have the opportunity for a rewarding experience. The opportunity to work with youth is a privileged position of trust that should be held only by those who are willing to demonstrate behaviors that fulfill this trust. The following behavioral expectations have been established for persons serving as educators, program assistants, interns and volunteers within OSU Extension programs.

1. Work cooperatively with youth, families, volunteers, OSU Extension faculty and staff, and others in a courteous, respectful manner demonstrating behaviors appropriate for a positive role model for youth.
2. Represent the OSU Extension with pride and dignity, behave appropriately, exhibit good sportsmanship, and demonstrate reasonable conflict management skills.
3. Respect, adhere to, and enforce the rules, policies, and guidelines established by OSU Extension and any other established rules or guidelines for sanctioned Extension activities. This includes all state laws related to child abuse and substance abuse.
4. Recognize that verbal, mental or physical abuse, hazing or committing criminal acts or being aware of the same are grounds for termination as an educator, program assistant, intern, or volunteer.
5. Comply with equal opportunity and anti-discrimination laws. Make all reasonable efforts to assure that programs are accessible to all without regard to race, religion, age, sex, color, national origin, marital status, sexual orientation, gender identify/expression, disability or veteran status. The intern will also comply with policy to complete Working with Minors and Title VII/Title IX online training.
6. Treat animals humanely and encourage 4-H youth and adults to provide appropriate and ethical animal care.
7. Under no circumstances, allow or consume alcohol or illegal drugs at Extension events or activities. Understand that the use of or being under the influence of alcohol or illegal drugs while in the presence of 4-H members and/or at 4-H programs or activities are grounds for termination as an educator, program assistant, intern, or volunteer.
8. The use of tobacco products during Extension events and activities is prohibited.
9. Operate machinery, vehicles, and other equipment in a safe and responsible manner when working with youth and adults participating in Extension programs.
10. Accept responsibility to promote, conduct, and support Extension programs in order to develop an effective county, district, state, and national Extension program.

I understand that breaching the behavioral guidelines can be grounds for severing my relationship as an intern with OSU Extension.

Intern -- Print Name	Supervising Extension Educator -- Print Name
Intern's Signature	Supervising Extension Educator's Signature
Date	Date