## USA Certified Youth Volunteer for District 5580 Process steps

 Fill out the Rotary International District 5580 Youth Volunteer Application and Background Check Form found on the District 5580 website on the Youth Protection Page, or found as Appendix C in the District 5580 Youth Protection Policy (IF you are certified through RYLA or The Central States Youth Exchange program please provide a copy of your certification..)

Email or mail it to Youth Protection Officer - U.S.A PDG Thomas Riley 1108 42nd Ave. N Fargo, ND 58102 H: 701-232-3113 thomas.riley@ndsu.edu

- 2. The Youth Volunteer application allows the District to do a background check, You will receive an email with easy instructions to follow from InCheck.. None of your information is shared with anyone except InCheck.. The results are seen only by the Youth Protection Officer, the Youth Exchange Chair, the District Governor, You will be notified when it is complete. IF any questions come up the Youth Protection Officer will contact you..
- Next you need to complete the Boy Scouts of America online Youth Protection Training.. The Boy Scout training is very informative.. It costs nothing but time.. And may take several visits to complete all the modules that you need and wish to complete.. But it is worth it.

Go to - <u>https://my.scouting.org</u> - sign in and create your user ID / password etc Next go to the Youth Protection Training by clicking on the English version of the medallion.. Complete the necessary and extra modules as you choose.. When complete print out your certificate of completion..

Email or mail it to Youth Protection Officer - U.S.A PDG Thomas Riley 1108 42nd Ave. N Fargo, ND 58102 H: 701-232-3113 thomas.riley@ndsu.edu

4. Once all three steps are completed satisfactorily.. You will receive a Certificate of Youth Volunteer for our District. Your Club Youth Protection Officer and President will also be notified you have been certified..

5. The background checks and training will need to be done periodically. . You will be notified when it needs to be updated or redone.

BSA - Boy Scouts of America

INCHECK - a Background research organization that District 5580 uses and knows the type of background check we require for this certificate process.