

## **SOUTH MALAHAT DISTRICT NEW LEADER REGISTRATION PROCESS**

The **CRIMINAL RECORD INFORMATION FORM** must be completed by the closest Police Department to your residence or apply electronically via the Government Justice Office for a CRC at <https://justice.gov.bc.ca/eCRC/home.htm> - Access Code: TKQBNP6P6M.

The **LEADER REGISTRATION FORM** must be returned to any one of the following Key Leaders no later than **SEPTEMBER 30:**

Deborah Smith  
859 Dalkeith Avenue  
North Saanich, B.C.  
V8L 5G7

Please note:

1. Comments from your “A” Leader and/or Sponsoring Leader are required on the back of the application. It must also state what your specific duties and/or responsibilities will be as a leader of the club.
2. We would ask that you please obtain permission from your references before listing on your application.
3. It will be mandatory for all leaders within the South Malahat 4-H District to complete “Commit To Kids” and Intro to 4-H.
4. Once you have been approved by the District you will be advised to register yourself on the 4-H B.C. Electronic Enrolment System. You will need to follow the steps on their site in order to obtain your user and password.

## **RETURNING LEADER REGISTRATION PROCESS**

1. Complete the District Returning Leader Application Form which can be found on the District website or provided to you from the Club “A” Leader.
2. Complete the Volunteer Code of Conduct Form which can be found on the 4-H BC website or provided to you from the Club “A” Leader.
3. If required, you may need to complete a new CRC. Follow the steps as listed above to obtain a current CRC.
4. Return your forms to your Club “A” Leader.
5. Complete your registration on the 4-H B.C. Electronic Enrolment System and provide confirmation to your “A” Leader when completed.