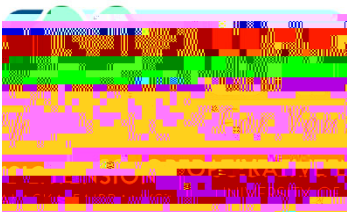






**Dear Alaska 4-H Shooting Sports Members, Parents, Leaders and Stakeholders,**

Welcome to the Alaska 4-H Shooting Sports Program. Each of you will play an integral role in creating a pathway for positive youth development in the Alaska 4-H Shooting Sports program . Together you will help create a high quality program that provides opportunities for youth to find a spark, encouraging youth engagement, and ultimately putting Alaska youth on a thriving trajectory to young adulthood. The project area (Home Economics, Animal Science, Shooting Sports, etc.) is simply a vehicle to provide these high quality programs which support engagement



## National 4-H Shooting Sports Code of Ethics

A complete 4-H shooting sports program must convey life skills development and be presented in a way that is safe, technically competent, and helps to instill 4-H values in participants through teaching and example. Certified shooting sports instructors and volunteers must be cognizant of their role as a moral and ethical mentor, as well as teacher to youth and adults in their state and community.

As a 4-H Shooting Sports Instructor or Volunteer:

- ‰ I will respect the participants, volunteers and property associated with the 4-H shooting sports program.
- ‰ I will set a good example as a mentor and role model for 4-H shooting sports youth and volunteer leaders.
- ‰ I will conduct myself and my 4-H shooting sports program in a professional and ethical manner.
- ‰ I will strive to be knowledgeable of the life skills embodied in the 4-H shooting sports program and aid positively in the development of youth through adherence to those principles.
- ‰ I will strive to be technically competent in the subject matter I teach and adhere to the national 4-H shooting sports guidelines and curriculum.
- ‰ I will respect the dignity of each participant in the 4-H shooting sports program regardless of gender, origin, ability, achievement or conviction.
- ‰ I will abide by all Local, State and Federal laws pertaining to firearms, possession, transportation and handling.
- ‰ I will abide by University of Alaska and Alaska 4-H policies, Shooting Sports State Plan, and Volunteer Agreement

# ALASKA 4-H SHOOTING SPORTS PROGRAM MINIMUM STANDARDS

## Minimum Standards

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The **National 4-H Shooting Sports Curriculum** is the established adult teaching curriculum for training adults to teach youth the shooting sports within the 4-H program.

All instructors accept and abide by the **National 4-H Shooting Sports Code of Ethics**.

State, District, County, and Club-level 4-H Shooting Sports Programs will have **written risk management plans** which includes items such as emergency response and preparedness, insurance, safe storage of firearms and ammunition, etc.

All certified 4-H Shooting Sports Instructors are a **minimum of 21 years of age and have completed a state-level 4-H shooting sports workshop in the specific discipline they will be teaching**.

State level 4-H Shooting Sports Instructor certification workshops provide a **minimum of twelve (12) hours of instruction**; which includes a minimum of nine (9) hours instruction in each specific discipline and a minimum of three (3) hours instruction in teaching youth development, life skills, and risk management. It is \_\_\_\_\_ that state-level certification workshops provide fifteen (15) hours of instruction composed of twelve (12) hours of discipline instruction and three (3) hours of teaching positive youth development, life skills and risk management.

**To maintain certification** as a 4-H shooting sports **Level I** or **Level II** instructor, one must:

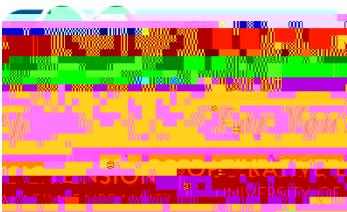
- teach or assist in instruction within the discipline certified at least once every two (2) years (If lapse in duties over two years occurs, then 4-H SS discipline training is required to regain certification), and
- assure instruction is to be guided by 4-H SS discipline manual, and
- participate in periodic State or National level updates, and
- meet all requirements as written in respective job descriptions.

**Level I Instructors** - Must schedule an annual check-in with AK State Coordinator(s) to occur before club operation for 4-H Year.

**Level II Instructors** – Must be re-certified after a major revision of the curriculum, or if there is a lapse in duty to teach a Level 1 Instructor training over 3 years, or at the determination of the State Coordinator(s). Re-certification could include:

- Attend a Level II training
- Attend an update training hosted by a Level III Instructor or a Level II Instructor certified using the revised curriculum (if approved by State Coordinator)

**Level III Instructors** – Must be re-appointed by the National 4-H Shooting Sports Committee.



## ALASKA 4-H SHOOTING SPORTS PROGRAM MINIMUM STANDARDS (Cont.)

**Only factory ammunition is used** at 4-H shooting sports competitive events.

Regarding simulated **combat sports** including but not limited to, paintball guns, air-soft, laser guns, archery tag. Pointing any type of gun including paintball guns, air-soft guns, laser guns, laser paintball, archery tag bows & arrows, or sighting devices at any person or any humanoid-shaped target is inappropriate in any 4-H program activity.

**Reactive Targets** - Targets which make use of, or are composed of: (1) live ammunition, (2) explosives, chemicals or flammable substances, or (3) pressurized containers, are never to be used at any 4-H event or activity.

**Clover-bud age youth** are not allowed to participate in any shooting sports activity that includes the handling or live- fire of any air-guns, firearms, or archery equipment.

All 4-H Shooting Sports functions (events, meetings, club practices, etc.) which include the handling or use of firearms or archery equipment **requires the physical presence and constant supervision of a least one adult 4-H Shooting Sports instructor who is currently certified in that respective discipline(s)**. Club meetings and activities will not start without all volunteer leader and shooting sports instructor paperwork and training completed and approved.

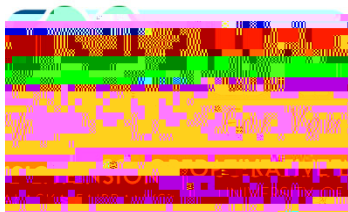
Safety Glasses and Ear Protection appropriate Footwear is required at any shooting sports event. Safety Glasses are not required for Archery. Ear Protection is not required for Air Rifle/Pistol or Archery events. Any participant while on the shooting line or shooting in any outdoor shooting event is required to wear shoes that completely cover their feet. Examples of footwear that is not acceptable includes, but is not limited to: sandals, clogs with no strap, Crocs, flip-flops, and bare feet.

## ALASKA 4-H SHOOTING SPORTS PROGRAM BEST PRACTICES

### Best Practices

The use of magnetic pads or other forms of muzzle rests should be discouraged in the Alaska 4-H Shooting Sports Program due to the opposition to muzzle control practices. Pump and auto load shotguns should be carried unloaded, with actions open, with safeties on, and the muzzles up or down range as appropriate. Over and under shotguns are carried unloaded, with actions open, safeties on, and cradled over the forearm and oriented down range. Youth should only load a single round or two rounds as appropriate immediately following the previous shooter.

Carrying of concealed firearms while in the classroom or on the range is discouraged due the difficulties in muzzle control practices and ammunition control practices (introduction of live ammunition into the classroom where firearms may be present).



# ALASKA 4-H SHOOTING SPORTS STATE PLAN, PROGRAM POLICIES AND OBJECTIVES

These policy statements are a product of National Shooting Sports Committee minimum standards and best practices,

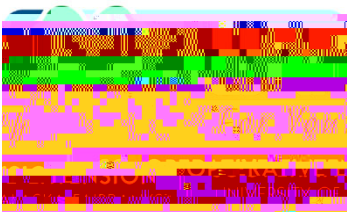


## Program Objectives

To enable youth to:

1. Find their spark
2. Engage in an effective 4-H program setting
3. Develop positive relationships with adults, youth, and peers
4. Explore a vast array of 4-H educational, recreational, and competitive activities
5. Thrive in multiple settings
6. Enhance developmental and long term outcomes
7. Practice safe and responsible use of firearms and archery equipment, enhancing existing shooting and hunter education programs
8. Explore the three national 4-H Mission Mandates - STEM, Healthy Living, Civic Engagement
9. Model safety, sportsmanship, and ethical behavior
10. Strengthen knowledge and life skills

## Administration

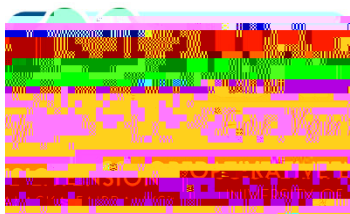






## Leader Training Requirements

The Alaska 4-H program requires the use of Certified 4-H S

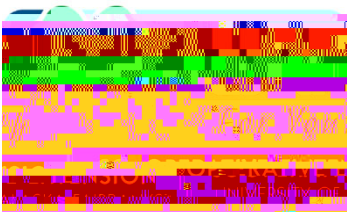


## General Duties & Responsibilities

### Certified 4-H Shooting Sports Leader

1. Provide instruction on proper shooting safety and techniques. Other available science, technology, engineering, math, civic engagement, and healthy curricula should be incorporated into the classes as appropriate.
2. Encourage an adult to participate in the entire club program with each participating youth.
3. Provide a positive shooting experience and help develop life skills.
4. Promote shooting safety and safe practices with youth and adults.
5. Be familiar with 4-H objectives and philosophy.
6. Keep updated and qualified by teaching classes and attending Certified 4-H Shooting Sports Leader renewal or up-date sessions as they become available.

7. Youth Safety is a priority and should be incorporated into the up-date sessions.



## Reporting

All reports and forms must be completed by the Certified 4-H Shooting Sports Leader or designee. All Shooting Sports activities, including camp activities, will be reported to district 4-H staff.

## Storage and transportation of Firearms and Ammunition Guidelines in 4-H Programs and 4-H Facilities

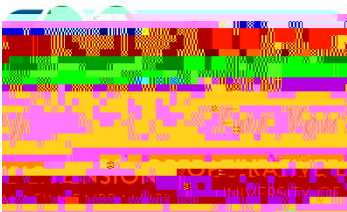
Positive role modeling is a very important part of the 4-H Shooting Sports Program. The program especially promotes models that represent both safety and responsibility in handling of firearms, ammunition, and archery equipment by youth and adults. It is essential that the safe storage of firearms, ammunition, and archery equipment be demonstrated at all times.

In addition, organizations or individuals that have donated or loaned firearms to the program are entitled to know that they are being stored in a safe and secure way.

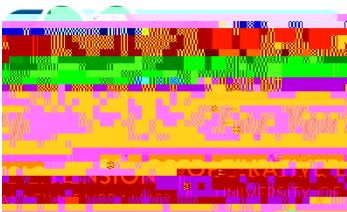
To assure safety, live ammunition should never be stored with “practice” or “dummy” rounds and should never be in a classroom environment when firearms are present. Live ammunition and firearms should only be available together at the range, when monitored by a qualified range master.

## General Policy

All firearms shall be stored unloaded . They will be stored separately from ammunition in lockable metal gun cabinets or gun safes. Lockable metal gun cabinets (e.g. Stack-on), should be located within lockable closets and secured to the floor and/or wall within closets. Each firearm should be fitted with an individual safety-locking device such as a trigger or action lock. When contained and when applicable the actions will be open (e.g. over/under or side by side shotguns store more easily with the actions closed). All ammunition must be stored securely and separately from the firearms. All recurve or long bows will be stored unstrung with the exception of compoundpen (ehould amm  
tten e demTdufirear0 Tqui



4. An inventory of all equipment will be maintained that must include serial number, make and model, gauge/caliber, and or other identifying features. Date of acquisition, purchase price or estimated value and related information will be listed as appropriate.
5. All firearms, during club meetings or competitive events, are to be stored/racked with actions open. Use of clear bore indicators is encourage; except when on the firing line.











## Shooting Sports at Fair

Volunteers/Staff utilized as judges and superintendents of our shooting sports contests at fair must be Certified 4-H Shooting Sports Leader. In addition, each Certified 4-H Shooting Sports Leader may only supervise a live fire event in the discipline(s) for which he/she is trained.

## Loss, Theft, or Missing Firearms or Archery Equipment

The loss or theft of firearms and archery equipment must be reported to the law enforcement agency with jurisdiction in where the loss or theft occurred. This must be done within 48 hours of learning of the loss or theft.

## Purchase of Firearms and Archery Equipment from holder of Federal Firearms License (FFL)

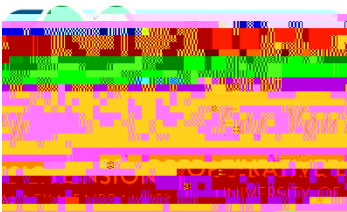
Qualified leaders purchasing firearms through a dealer with an Federal Firearms License (FFL), as authorized by the 4-H program, through grants or funds provided by a 4-H Association, like entity, or personal funds for use in the district 4-H program, must complete and sign Bureau of Alcohol, Tobacco, and Firearms (BATF) Form 4473. When acting on behalf of the 4-H program, the leader must complete and sign Section A of the form. A written statement (AK4H-DEB-0009) must be attached to Section A stating that the firearm(s) is/are being purchased for the use and will be the property of the named 4-H program. The statement will also include the name and address of the 4-H program. Pellet rifles, pellet pistols, BB rifles, BB pistols, black powder firearms, and archery equipment are not subject to BATF regulations. Their purchase, however, must be documented on AK4H-DEB-0007 - Transfer of Firearms Form.

## State Shooting Sports Training Team

For a current list of 4-H Staff and Volunteers on the 4-H State Shooting Sports Training Team email S. Todd Williver, Alaska 4-H Shooting Sports Program Coordinator, [todd.williver@oregonstate.edu](mailto:todd.williver@oregonstate.edu)

## District Certified 4-H Shooting Sports Leader

For a current list of active district Certified 4-H Shooting Sports Leader in your district, contact your district 4-H program staff.

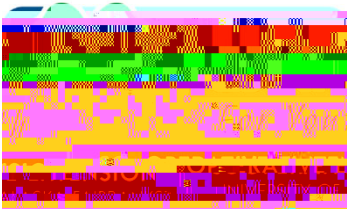


## CONTACTS

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**Todd Williver** - 4-H Shooting Sports Program Coordinator  
Oregon State University - Lincoln County Extension Service  
1211 SE Bay Blvd.  
Newport, Oregon 97365  
Office Direct 541.648.6815  
Office General 541.574.6534  
Fax 541.265.3887  
Cell 541.815.1515  
[stwilliver@alaska.edu](mailto:stwilliver@alaska.edu)

For more information about the Alaska 4-H Shooting Sports Program, visit:  
<http://www.alaska4h.org/shooting-sports.html>



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## Patty's info

Williver, Sterling, 2/21/2022

**ALASKA 4-H SHOOTING SPORTS  
AGREEMENT TO ADHERE TO MINIMUM STANDARDS,  
MANAGEMENT PRACTICES, AND APPLICABLE LAWS**

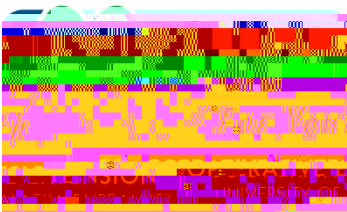
AK4H-DEB-0010

I, \_\_\_\_\_, have read and understand the Alaska 4 H Shooting Sports Plan including Minimum Standards, Best Management Practices, Code of Ethics and associated Policies of the Alaska State 4-H Shooting Sports Program.

I agree to adhere to the standards set forth in this document and all Local, State and National laws.

\_\_\_\_\_  
Shooting Sports Leader signature

\_\_\_\_\_  
Date



# ALASKA 4-ALASKA 4-H SHOOTING SPORTS LEADER INFORMATION FORM

AK4H-DEB-0003

\_\_\_\_\_

Discipline: \_\_\_\_\_ Location: \_\_\_\_\_ Dates: \_\_\_\_\_

Discipline: \_\_\_\_\_ Location: \_\_\_\_\_ Dates: \_\_\_\_\_

Discipline: \_\_\_\_\_ Location: \_\_\_\_\_ Dates: \_\_\_\_\_

Discipline: \_\_\_\_\_ Location: \_\_\_\_\_ Dates: \_\_\_\_\_

Discipline: \_\_\_\_\_ Location: \_\_\_\_\_ Dates: \_\_\_\_\_

\_\_\_\_\_

Nat'l. Rifle Association: Muzzle Loading \_\_\_ Pistol \_\_\_ Rifle \_\_\_ Shotgun \_\_\_ other \_\_\_

Nat'l. Archery Association: Archery \_\_\_ Other \_\_\_

OR Dept. Fish





## EMERGENCY PHONE NUMBERS

Ambulance \_\_\_\_\_ Fire \_\_\_\_\_

Sheriff \_\_\_\_\_ Poison Control Ctr. \_\_\_\_\_

Emergency Room \_\_\_\_\_ Urgent Care Ctr. \_\_\_\_\_

Person responsible to call \_\_\_\_\_

Notes:

## CONTACT IMMEDIATELY

1. District 4-H faulty: \_\_\_\_\_  
(Name/Phone)

(If district 4-H staff is not available)

2. Secondary Contact: \_\_\_\_\_  
(Name/Phone)

3. State Coordinator: S. Todd Williver 541-815-1515  
(Name/Phone)

4. The parent(s) of the youth(s) involved will be contacted by:

(Name/Phone)



## **FIRST-AID**

1. It is advisable to have one person with current 1<sup>st</sup> Aid and CPR certifications present at all club activities.
2. A first-aid kit will be present at all club activities. Contact your Red Cross for information on what to include in the kit.
3. The first aid kit will be checked for supplies and re-stocked as needed at each club activity.

## **SAFETY EQUIPMENT**

1. Eye and ear protection will be worn by all participants, leaders and observers whenever there is live fire of powder, rim fire or center fire ammunition.
2. Air rifle and pistol participants, leaders and observers will wear eye protection when there is live fire.
3. Archery participants, leaders and observers may be required to wear eye and ear protection when the archery range is located near to a gun range when there is live fire.

## **MINIMIZATION OF LEAD EXPOSURE**

No persons will eat or drink until washing hands after being on the range. If water is not available leaders will provide anti-bacterial moist towel-lets, water-less soap, or similar product for wiping hands once shooting has concluded.

## **ADDITIONAL HEALTH**

## **Site Hazards**

A safety inspection of the range will be completed before the club meets for the first time each year and throughout the year as needed. Safety procedures (signage, berms, and safety lines) will be reviewed with the site owner. All hazards, both natural and man-made, will be identified and eliminated or reduced.

## **Transportation**

Club leaders and parents will follow district and state guidelines when volunteers provide transportation to 4-H club members as part of a 4-H club activity.

## **Missing Persons**

In the event that a person(s) become missing from an activity the following minimum steps will be taken (Use an additional sheet to explain a more detailed plan):

1. Determine number of people missing. Make note of the time.
2. Question those who saw person(s) last, were they alone or with someone?
3. A team of two people will search the immediate area.
4. Notify law enforcement officials.
5. Notify district 4-H staff.
6. Notify the parent(s) of the youth(s) involved.
7. While the search is taking place, the other youth 7.5la

## **DISASTER EMERGENCIES**

These may include, but are not limited to, fire, explosion, lightening, wind storm, flood,



# ALASKA 4-H SHOOTING SPORTS ACTIVITY PLANNING AND REPORTING

AK4H-DEB-0006

Club name: \_\_\_\_\_ District: \_\_\_\_\_

	Leader #1	Leader #2	Leader #3
Name			
Phone			
Shooting Discipline			
Date of Certified 4-H Shooting Sports Leader Training			

The Planned sections of this form are to be completed and sent to the district 4-H staff before club activities begin each year (October 1). Attach Additional sheets if necessary.

The Reporting sections of this form are to be completed through-out the club year. Use as many copies of the form as necessary to make an accurate record. The completed form is to be sent to the district 4-H staff at the end of each 4-H year (September 30). Attach Additional sheets if necessary.

Date	Activity or Training Planned. Refer			









**ALASKA 4-H SHOOTING SPORTS  
BUYER AUTHORIZATION FORM**

AK4H-DEB-0009

The firearm(s) is/are being acquired for the use of and will be the property of the  
\_\_\_\_\_ District 4-H program.

District Extension Office Name:

\_\_\_\_\_

District Extension Office Address:

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

ZIP: \_\_\_\_\_