



Between Friends

connect • grow • belong

VOLUNTEER AGREEMENT

By participating as a volunteer, I understand my role and agree to the following conditions:

- I understand my position description and will execute my duties to the best of my abilities.
- I will follow Between Friends' Policies and Procedures as outlined in the Policies and Procedures booklet provided to the volunteer.
- I agree to make safety a top priority and will promptly report any unsafe conditions and all concerns to the Volunteer Coordinator.
- I will not disclose confidential information that I will be exposed to through my position. Between Friends volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed to while employed within the agency. It is essential that all information, whether read, heard, or observed be treated as confidential during and after your commitment to Between Friends. **Note:** Failure to maintain confidentiality may result in termination of your position with Between Friends. **Initials:** _____
- I understand that interviews and/or visuals, with or without my name, may be used in any lawful Between Friends presentations for community education, awareness, and fundraising purposes. I grant permission to Between Friends to use interviews, photographs, and/or videos of me in these instances as well as on social networking websites, including, but not limited to, Facebook, Twitter, Instagram, and YouTube, representing Between Friends.
If this clause is not initialed, the volunteer has not granted permission to use their interviews and/or visuals. The volunteer is responsible for reminding any photographers of this situation and excusing themselves from being in photographs or videos. Note: Between Friends management are the only individuals granted to use interviews and/or visuals on social media networking websites. Failure to abide to this may result in termination of your position with Between Friends. **Initials:** _____
- I give permission to Between Friends to give a reference on my behalf for the purposes of validating experience, qualifications, and references, including information contained in my personnel file with Between Friends; as a volunteer, staff, or both.
If this clause is not initialed, the volunteer has not provided permission for the Volunteer Coordinator to provide a reference on the volunteer's behalf. Initials: _____

I have read and fully understand and agree with the contents of this agreement. Failure to abide to these terms, the personnel may be terminated from their position with Between Friends.

If the volunteer is under the age of 18:

Parent/Guardian Name:

Signature:

Volunteer Name:

Signature:

Witness Name:

Signature:

Date Signed: