



## **NAME OF WAIVER: Volunteer Responsibilities & Rights**

### **As a NVFS volunteer I understand the following:**

1. As a volunteer for NVFS, I am choosing to donate my time and services to the agency. Additionally, I understand that I am not entitled to compensation nor do I expect to be compensated.
2. The volunteer services I agree to perform for NVFS are set forth in the applicable volunteer position descriptions, which I have received and reviewed.
3. The tasks that I am agreeing to perform are traditionally reserved for volunteers and, by volunteering, I will compliment, not replace, a paid employee.
4. I am free to end my relationship with NVFS at any time and NVFS is free to end my volunteering efforts at any time.
5. NVFS volunteers are expected to act with honesty, integrity, respect, collaboration and accountability as volunteers for the agency.
6. NVFS will not tolerate conduct by any volunteer that harasses, disrupts or interferes with others' ability to do their work or that creates an offensive or hostile environment.
7. NVFS maintains a strict policy prohibiting sexual harassment and/or discrimination because of race, religion, color, sex, national origin, ancestry, disability, medical condition, marital status, age, sexual orientation, or any other basis protected by applicable federal, state or local laws. As a volunteer, I agree to abide by such policy.
8. NVFS reserves the right to conduct background checks, with my consent, in order to ensure the safety of myself and others at the beginning of and periodically throughout my volunteer service with the agency.
9. If, in the course of my duties, I gain access to information or documentation that is confidential, I will not disclose or release such information (including, but not limited to, personal information, data, photos or videos) unless such action is approved in writing by authorized NVFS staff.
10. I may be exposed to potential hazards including, but not limited to, injury, accident, personal or property damage. I accept responsibility for my own acts and will hold NVFS and its employees blameless for an injury that I might incur while volunteering. I will advise NVFS of and may decline to participate in any task or undertaking that I do not feel qualified to perform or that I cannot perform without creating an unreasonable risk of injury to myself or others.

### **As a NVFS volunteer, I can expect to:**

1. Have my volunteer records, including personal information, confidentially and securely maintained.
2. Receive training, including a clear explanation of duties, responsibilities, expectations and requirements at the beginning of my service. Furthermore, ongoing guidance, support and feedback from a designated NVFS employee or volunteer will be available throughout my service.
3. Be respected, appreciated and affirmed for my efforts and to be treated as a contributing partner with NVFS employees and fellow volunteers.

Minor's Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*EXPIRATION: This waiver must be signed annually.*

Submit to [sweinstein@nvfs.org](mailto:sweinstein@nvfs.org) and [ncannon@nvfs.org](mailto:ncannon@nvfs.org) or bring printed copy to volunteer shift.