

Volunteer Expectations

By signing below, I am agreeing to:

1. Please wear a volunteer pin at all times and return to front desk at end of your shift.
2. You may store your personal belongings with a staff member in the front office.
3. Please do not use your cell phone excessively during your shift.
4. Please do not use Center computers unless requested by staff.
5. Zero tolerance for drug and alcohol use. We reserve the right to dismiss anyone suspected of being under the influence.
6. We reserve the right to dismiss anyone for inappropriate or threatening behavior or for failure to comply with staff direction or center policy.
7. Please do not lend money or cigarettes or provide transportation to clients.
8. Please do not consume our food pantry items. You are welcome to our coffee and water, but please bring your own snacks/lunch.
9. Toiletries, clothing, household items, and all other supplies are also for client use only. Please do not ask to have, purchase, or trade for these items.

NOTE: The Day Center is a very unique environment. Some of our clients suffer from untreated mental illness and addiction. Some of our clients are dealing with crises. Many are under a considerable amount of stress. For these reasons, you may be exposed to unpleasant or concerning speech and/or behavior. Staff is constantly monitoring the Center, but if you see/hear something concerning that we are not aware of, please notify us immediately. We will take care of the situation. Please feel free to discuss any concerns with us at any time.

Signature: _____

Date: _____

**Participant must be 18 years or older, OR Parent/Guardian signature is required that covers all minors represented.*

Confidentiality Statement

Confidentiality is essential for the protection of 7 Hills clients and for the continuous operation of 7 Hills Homeless Center. Breach of confidentiality or improper disclosure of agency information is grounds for immediate dismissal from a staff/volunteer/community service position. To protect 7 Hills from unauthorized disclosure of its proprietary data relating to the agency's business (and to insure compliance), employees and volunteers/community service workers agree to sign a confidentiality agreement as part of the acknowledgement. A copy of the executed agreement will become part of the employee/volunteer/community service worker personnel file.

I understand 7 Hills Homeless Center's position on ethics and confidentiality and agree to abide by the following policies:

- I understand that the main concern is always the best interest of the clients we serve
- I will take measures to protect and insure the confidentiality of all client records
- I will not discuss any information disclosed to me by a client with anyone outside the agency unless the client has given a written consent by signing a Release of Information form
- Further, I understand that failure to abide by the policies stated above will constitute grounds for immediate dismissal/termination

Signature: _____

Date: _____

Warning of Risk

7hills homeless center is committed to conducting its programs, services, and activities in a safe manner and holds the safety of volunteers in high regard. However, volunteers and parents / guardians of minor volunteers must recognize that there is an inherent risk of injury when choosing to volunteer in performing and/or otherwise assisting 7hills homeless center.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or adequately skilled to handle or perform the Volunteer Activities. It is always advisable, especially if the participant is pregnant, disabled in any way or has recently suffered an illness, injury or impairment, to consult a physician before performing any Volunteer activities that involve physical activity.

The Volunteer activities often challenge and engage the physical, mental and/or emotional resources of each volunteer. Despite careful and proper preparation, instruction, conditioning and equipment, there is still a risk of serious injury when acting as a volunteer for 7hills homeless center. All hazards and dangers cannot be foreseen. Certain risks, dangers and injuries may exist due to slips and falls, poor skill level or conditioning, carelessness, horseplay, premises defects, inadequate or defective equipment, inadequate supervision, instruction and other risks inherent to the Volunteer activities. In this regard, it is impossible for the 7hills homeless center to guarantee absolute safety.

Waiver & Release of All Claims & Assumption of Risk

Please read this form carefully and be aware that in acting as a 7hills homeless center volunteer you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of volunteering in any and all Volunteer activities and/or 7hills homeless center services (including transportation services and vehicle operations, when provided).

I recognize and acknowledge that there are certain risks of physical injury to volunteers providing and/or engaging in Volunteer activities and/or services, and I voluntarily agree to assume the full risk of any and all injuries, death, damages, or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said Volunteer activities and/or services. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of the Volunteer activities, and/or services, against 7hills homeless center, or any of its affiliated organizations, or any of their respective officials, officers, employees, agents, and/or other volunteers, collectively or individually.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on line through our website or volunteer hub, accepting this agreement is given when completing the registration process.

Signature: _____

Date: _____

**Participant must be 18 years or older, OR Parent/Guardian signature is required that covers all minors represented.*

Media Release & Waiver

I hereby consent to and authorize use and reproduction of the photographs and/or video taken of me or my minor(s). I understand that all video, photographs and images may be reproduced without compensation to me or minor(s). I agree to indemnify and hold harmless 7hills homeless center from any and all liability arising from the use of this recording(s) or photographic image(s).

I hereby authorize the reproduction, copyright, sales, exhibition, internet postings, broadcast and/or distribution of said video(s), photograph(s) or image(s) by the producer or his/her agent without limitation. I hereby release and discharge 7hills homeless center from any and all claims and demands arising out of or in connection with the use of the photographs, images and text, including any and all claims for libel.

Signature: _____

Date: _____

**Participant must be 18 years or older, OR Parent/Guardian signature is required that covers all minors represented.*