

reach DANE

VOLUNTEER AGREEMENT

In accepting your services as a volunteer, we, the staffs of Reach Dane will strive to:

- Provide you with challenging and satisfying responsibilities in your volunteer assignment(s).
- Make ourselves available to talk with you and listen to any suggestions, concerns, questions or problems which would affect your volunteer work.
- Provide orientation or in-service training to expand or develop new skills and knowledge for you.

IN ACCEPTING THIS OPPORTUNITY TO DO VOLUNTEER WORK, I AGREE TO DO THE FOLLOWING:

- Inform the Teacher/Supervisor () as soon as possible if I have a change in address/phone number or will terminate my volunteer responsibilities.
- Be conscientious and punctual in fulfilling duties. Inform the Teacher/Supervisor as soon as possible when I am going to be absent or tardy. Make every effort to participate in the training provided for me.
- Keep accurate records of the amount of time I spend doing volunteer work by filling out volunteer in-kind sheets.
- Feel free to talk with the Teacher/Supervisor, Volunteer Coordinator or Human Resources if I have any problem, concerns or suggestions about work as a volunteer (275-6740).
- Try to accept and understand the families without judgment with whom I come in contact.
- I give my permission for the release of information regarding my performance as a volunteer as well as photographs taken of me.

I AGREE TO VOLUNTEER MY TIME AND SERVICES AS DESCRIBED ABOVE UNTIL:
_____ AT THAT TIME I CAN RENEW THIS AGREEMENT IF IT IS AGREEABLE
TO BOTH ME AND THE TEACHER/SUPERVISOR. .

Volunteer Name (Please Print)

Teacher/Supervisor Name (Please Print)

Volunteer Signature

Date

Teacher/Supervisor Signature

Date

Reach Dane is a non-profit corporation and does not discriminate in the administration of its programs.