

Monte Cristo Center for Volunteer Development - Volunteer Agreement

I, _____ agree that as a volunteer, it is my job to
(Volunteer's name)
Support the mission and purposes of the organization.

1. I agree to contribute _____ hours of volunteer work at:

2. My specific tasks will include:

3. I will report to: _____ or assigned
Volunteer Coordinator. Supervisor's Phone Number: _____
4. I will comply with the organization's rules set fourth by the supervisor. I will serve in a professional manner.
5. I will be on time, and will call the supervisor if I cannot attend.
6. I will abide with policies of the agency, especially with regard to confidentiality.
7. The work I will do should be worthwhile and challenging. I can expect clear instruction, and an appropriate level of supervision.

On behalf of Monte Cristo Center for Volunteer Development we agree to:

1. Provide orientation and necessary training to the volunteer, stating clearly the goals of the organization and the needs of the populations served.
2. Make the best use of the volunteer's time and skills.
3. Provide on-going support and direction, as appropriate, to the volunteer.
4. Give the volunteer priority in securing unused tickets for benefits or special events.
5. Thank all volunteers in our organization's newsletter and annual report.

Together, we agree that the above named volunteer will serve in the above named placement, beginning at _____ and ending at _____, on the following day(s) _____ at the specific time(s).

Volunteer Signature _____ Date _____

Placement Supervisor Signature _____ Date _____