



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

VOLUNTEER APPLICATION

Date: _____

P E R S O N A L	Last Name: _____	First: _____	M.I. _____
	Address: _____		
	City: _____	State: _____	Zip: _____
	Home Phone: () _____		Work Phone: () _____
	Date of Birth: _____ Are you a member of the YMCA of Marquette County? Yes _____ No _____		
	**If you are under 18 you must have a parent signature.		
	Email Address _____	Preferred Method of Contact Phone _____ Email _____	

Available Start Date: _____

May we call or email you for other one time events or when we are in need? Yes _____ No _____

Please indicate which days and times you are available to volunteer

H O U R S		Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
	AM							
	PM							
	Evening							

S E R V I C E	Are you required to volunteer to satisfy a school requirement? YES _____ NO _____
	Name of School _____
	If yes, how many hours? _____ Deadline _____
	Are you required to volunteer by court order? YES _____ NO _____
	If yes, how many hours? _____ Deadline _____

Have you ever been convicted of a crime (misdemeanor or felony)? Yes _____ No _____
If yes please list each offence and the year you were charged _____

Volunteer Name (Please print legibly) _____ **Signature** _____ **Date** _____

Parent/Guardian (Please print legibly) _____ **Signature** _____ **Date** _____

****If under 18 years old****

Volunteer Waiver and Release of Liability

I(name)_____of(address)_____

(phone)_____ am offering my services to the YMCA of Marquette County on a volunteer basis. I understand that I will receive no pay, benefits or other privileges of employment of any kind for my services. I also certify that I have not been promised and have no expectation that I will receive a paid position as a result of my volunteer work.

I hereby waive, release and discharge any and all claims, demands, actions of any and every nature whatsoever that I may have for any and all loss, damages for death, personal injury or property damage against the YMCA of Marquette County, its board of directors, officers, employees, servants and all persons connected with the YMCA of Marquette County as a result of my participation in any and all volunteer events or assignments.

I further understand that accidents and injuries can arise out of this activity; knowing the risk, nevertheless, I hereby agree to assume those risks and to release and to hold harmless the YMCA of Marquette County and persons mentioned above, who (through negligence or carelessness) might otherwise be liable to me (or my heirs or assigns) for damages.

This release is intended to discharge the YMCA of Marquette County, its board of directors, officers, employees and volunteers from and against any and all liability arising out of or connected in any way with my participation any volunteer event or assignment, even though that liability may arise out of the negligence of the carelessness on the part of the YMCA of Marquette County or persons mentioned above.

I further agree to indemnify, hold harmless and defend the YMCA of Marquette County, its board of directors, officers, employees, servants and all persons connected with the YMCA of Marquette County from any and all actions, claims and demands of any nature whatsoever in any manner arising out of my volunteering at the YMCA of Marquette County or any sponsored YMCA activity that is off site.

It is further understood and agreed that this waiver, release and assumption of risks is to be binding on my heirs and assigns.

Volunteer Signature: _____ Date: _____

Volunteer Coordinator Signature: _____ Date: _____

YMCA of Marquette County
Child Abuse Prevention
VOLUNTEER CODE OF CONDUCT

- | | |
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| <ol style="list-style-type: none"> 1. In order to protect YMCA staff, volunteers, and program participants – at no time during a YMCA program may a volunteer person be alone with a single child where they cannot be observed by others. As volunteers supervise children, they should space themselves in a way that other volunteers can see them. 2. Volunteers shall never leave a child unsupervised. 3. Restroom supervision: Volunteers will make sure the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Volunteers will stand in the doorway while children are using the restroom. This policy allows privacy for the children and protection for the volunteers (not being alone with a child). If volunteers are assisting younger children, doors to the facility must remain open. No child regardless of age should ever enter a bathroom alone on a field trip. Always send children in pairs, and whenever possible, with volunteers. 4. Volunteers should conduct or supervise private activities in pairs - diapering, putting on bathing suits, taking showers, etc. When this is not feasible, volunteers should be positioned so that they are visible to others. 5. Volunteers shall not abuse children including: <ul style="list-style-type: none"> • physical abuse – strike, spank, shake, slap; • verbal abuse – humiliate, degrade, threaten; • sexual abuse – inappropriate touch or verbal exchange; • mental abuse – shaming, withholding love, cruelty; • neglect – withholding food, water, basic care, etc. Any type of abuse will not be tolerated and may be cause for immediate dismissal. 6. Volunteers must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Volunteers will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in pre-determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing. 7. Volunteers will conduct a health check of each child, each day, as they enter the program, noting any fever, bumps, bruises, burns, etc. Questions or comments will be addressed to the parent or child in a non-threatening way. Any questionable marks or responses will be documented. 8. Volunteers respond to children with respect and consideration and treat all children equally regardless of sex, race, religion, culture. | <ol style="list-style-type: none"> 9. Volunteers will respect children’s rights to not be touched in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched in areas of their bodies that would be covered by a bathing suit. 10. Volunteers will refrain from intimate displays of affection towards others in the presence of children, parents, and volunteers. 11. While the YMCA does not discriminate against an individual’s lifestyle, it does require that in the performance of their job they will abide by the standards of conduct set forth by the YMCA. 12. Volunteers must appear clean, neat, and appropriately attired. 13. Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited. 14. Smoking or use of tobacco in the presence of children or parents during working hours is prohibited. 15. Profanity, inappropriate jokes, sharing intimate details of one’s personnel life, and any kind of harassment in the presence of children or parents is prohibited. 16. Volunteers must be free of physical or psychological conditions that might adversely affect children’s physical or mental health. If in doubt, an expert should be consulted. 17. Volunteers will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity. 18. Volunteers may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers, and inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval. 19. Volunteers are not to transport children in their own vehicles. 20. Volunteers may not date program participants under the age of 18 years of age. 21. Under no circumstance should volunteers release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent authorization on file with the YMCA). 22. Volunteers are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend trainings on the subject, as instructed by a supervisor. |
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I understand that any violation of this Code of Conduct may result in termination.

_____	_____	_____
Volunteer Signature	Volunteer Coordinator Signature	Date

The Redwoods Group thanks and acknowledges the cooperation of the YMCA of the USA for permitting the verbatim reproduction (except for the format change to two columns on a single page) of this critical personnel management tool.



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**YMCA of Marquette County
1420 Pine St., Marquette, MI 49855
906-227-9622 ~ fax 906-227-9248**

I, _____, authorize the YMCA of Marquette County
(print name)
to obtain information regarding my background and to check for any criminal history or criminal involvement for the purpose of employment or volunteer work. I understand the YMCA of Marquette County will conduct background checks during the course of my employment/volunteer services. I also allow for the YMCA of Marquette County to obtain a Motor Vehicle Report (MVR) and release the information to the YMCA of Marquette County and our insurance company provider for underwriting purposes. I understand the MVR is part of a complete background check and is required for any YMCA employee who drives a vehicle on YMCA company business.

Signature _____ Date _____

Social Security # _____

Driver's License # _____

Address _____

Date of Birth ____ / ____ / ____

FOR OFFICE USE ONLY:

Form Accepted by: _____

Background Check Completed by: _____

Background Check Completed on: _____