

**Clear Charity
Volunteer Agreement**



I, _____, agree to work as Volunteer for Clear Charity.

Information we require before you can start in volunteer role

Before you can commence the volunteer role, we need the following information:

Name:

Permanent Address:

Home Phone:

Cell Phone:

E-mail:

Birthdate:

Do you have any physical restrictions or special needs?

No Yes, _____

Do you have any special skills or areas of interest?

No Yes, _____

You are a volunteer

The “Volunteer/Volunteer Leader” at Clear Charity is a volunteer position. This means that you perform all duties on a voluntary basis, of your own free will, and you will not receive payment for your work. You are not an employee of Clear Charity and you are not entitled to a salary or any other entitlements associated with employment.

Volunteers should not promote private or personal interests in conjunction with the performance of duties and shall not attempt to solicit employees or to use confidential information for personal advantage or gain. The volunteer must exercise good faith and integrity in all dealings with Clear Charity.

Role description and details

Volunteer Duties include:

- Attend volunteer meetings (online & offline)
- Join Discussions on Slack or other communication method
- Join Discussions on existing and new programs
- Organization & Participation in fundraiser events
- Finding more ways to grow Clear Charity

Time Estimated for Duties per Week: appx 30 min

Secondary objectives

- Business development
- Recruitment
- Blogging / Media
- Reaching out to donors
- Lead campaigns as needed

Time Estimated for Duties per Week: At your discretion, with notice given to Clear Charity

What you can expect when volunteering at Clear Charity

Clear Charity values its volunteers and we will endeavor to provide you with:

- a written position description so that you can understand your role and the tasks you are authorized to perform as a volunteer
- training and orientation necessary for the volunteer role
- a safe and healthy environment in which to perform your role
- a supervisor, so that you have the opportunity to ask questions and get feedback

What Clear Charity asks of its volunteers

We ask that you:

- support Clear Charity's aims and objectives
- participate in all relevant training programs
- operate under the direction and supervision of nominated staff and follow reasonable directions and instructions
- understand and comply with the organization's policies and procedures; including anti-discrimination, confidentiality, and intellectual property
- notify your supervisor or another member of staff of any hazardous situations that pose a risk to you or others; and report any accidents or incidents relating to staff, volunteers or plant and equipment
- behave appropriately and courteously to both the staff and the public with whom you interact in the course of your role
- use any property or equipment given to you in your role only for purpose of the job and return it to the organization when you finish your volunteer role
- let us know if you wish to change the nature of your contribution (e.g. hours, role) to Clear Charity at any time
- be open and honest in your dealings with us and let us know if we can improve our volunteer program and the support that you receive

Contact person(s)

Your contact person(s) at Clear Charity will be:

Dana Perez-Kim & Jay Perez-Kim
714.694.3940 (text or voice)
inquiry@clearcharity.org

Training required before you start in the volunteer role

Clear Charity is committed to providing suitable training to its volunteers. For this reason, it is our policy that all volunteers undertake an online training webinar at Clear Charity prior to commencing their volunteer position. We will be holding volunteer training and orientation sessions routinely and a schedule will be shared with you.

Volunteer Expenses

It is the goal of Clear Charity to provide all necessary materials and tools to volunteers so as to prevent any out-of-pocket expenses for the volunteer. If the volunteer should incur any out-of-pocket expenses, Clear Charity will not reimburse without prior consent. All expenses should be deducted on the volunteer's personal income tax return.

Photo / Video Release

Clear Charity may take photos & videos of me and my family (who joins volunteering) during volunteering, events, meeting, and other gatherings. I authorize Clear Charity to use information shared (phrases, quote) publish the same in print and/or electronically. I agree that Clear Charity may use such photographs of me with or without my name and for any lawful purpose, including publicity, illustration, advertising, marketing and web/social content.

Intellectual Property (NDA)

I understand that the materials and tools provided by Clear Charity are and remain the property of Clear Charity, and I agree to return these tools and any remaining materials to Clear Charity at the end of my volunteer service.

All volunteers at Clear Charity agree to transfer all intellectual property rights and interests (including copyright) in any ideas or materials they create relating to their provision of voluntary services at Clear Charity to Clear Charity.

Also volunteers are taken to consent to the use by Clear Charity of such creations in a manner reasonably contemplated by the voluntary services provided under this document. As a volunteer you also consent to not to bring any claim for infringement of your moral rights in respect of that use.

This contract may be cancelled at any time at the discretion of either party by written notice.

I accept the terms stated above and will strive to fulfill the responsibilities outlined in this agreement. If there are problems with my responsibilities, I will advise my supervisor immediately. I understand that I will not be paid for my services, nor will I be eligible to receive any reimbursement for expenses incurred in transportation to and from the volunteer assignment.

Please sign below, initial each page, and return with a copy of your government issued ID. If under 18, please attach Parent's ID.

Volunteer

Date

Name

If volunteer is under 18 years of age, parent or guardian must read and sign the following: This release, its significance, and assumption of risk have been explained to and are understood by the minor.

Parent's Signature (If under age 18)

Date

Name

General Release from Liability

1. I am aware that participation as a volunteer may require periods of minor physical exertion, including lifting and carrying up to 30 lbs, and will require the exercise of reasonable care to avoid injury. I am voluntarily participating in this activity with knowledge of the hazards and potential dangers involved, and agree to accept any and all risks of personal injury and property damage.
2. As consideration for volunteering for Clear Charity, I hereby agree that I, and my assignees, heirs, guardians, and legal representatives, will not make a claim against or sue Clear Charity or its employees, agents or contractors for injury or damage resulting from the negligence, whether active or passive, or other acts, however caused, by any of its officers, employees, agents, or contractors of Clear Charity as a result of my volunteering. I HEREBY RELEASE AND DISCHARGE CLEAR CHARITY AND ITS OFFICERS, EMPLOYEES, AGENTS AND CONTRACTORS FROM ALL ACTIONS, CLAIMS, OR DEMANDS THAT I, MY HEIRS, GUARDIANS, AND LEGAL REPRESENTATIVES NOW HAVE, OR MAY HAVE IN THE FUTURE, FOR INJURY OR DAMAGE RESULTING FROM MY PARTICIPATION IN THE PROJECT.
3. I UNDERSTAND THAT IF I AM INJURED IN THE COURSE OF THE PROJECT, I AM NOT COVERED BY CLEAR CHARITY'S WORKERS' COMPENSATION PROGRAM. I authorize Clear Charity to seek emergency medical treatment on my behalf in case of injury, accident or illness to me arising from my involvement as a volunteer. I understand that I will be responsible for medical costs incurred by such accident, illness or injury.

I acknowledge that I sign this Release knowingly and intelligently and with full and complete knowledge of the purpose of the volunteer position and without any form of duress and/or intimidation whatsoever on the part of Clear Charity.

Signature of Volunteer

Date

Name

Parent's Signature (If under age 18)

Date

Name