

Memorandum of Understanding for Volunteers

This Memorandum is made this _____ day of _____, 20__, by and between UNIVERSITY (hereinafter "University") and _____ (hereinafter "Volunteer").

WHEREAS, Volunteer has been invited to assist in the _____ program in the University's Department of _____ ("Department") as a volunteer during the time period of _____, and Volunteer desires to accept said invitation and hereby accepts, agrees to, and acknowledges the following:

- That Volunteer's status at University will be that of an uncompensated volunteer;
- That Volunteer alone is responsible for all expenses associated with Volunteer's participation in the program, including travel and lodging costs;
- That Volunteer agrees to be supervised by the faculty leader of the program and/or other University personnel at all times when acting within the scope of his/her volunteer duties in the program;
- That Volunteer agrees to comply with all of the Department's and University's safety procedures and regulations;
- That Volunteer agrees to be bound by the University's conduct standards found in the University Handbook and the Policy and Procedures Manual, including without limitation the Non-discrimination Policy and the Threat Management Policy (students who are volunteers also still remain subject to the Student Code of Conduct to the extent stated therein);
- That Volunteer is not authorized to act on behalf of the University in business matters, including purchasing property, signing contracts, leases or other agreements, hiring or supervising employees or otherwise attempting to bind the University to any agreement;
- That Volunteer cannot participate as a volunteer for the program if he or she has been convicted, pled no contest, or otherwise entered into a diversion program for any person felony or misdemeanor, and/or any other criminal offense for which an individual must register under the [STATE] Offender Registration Act, XXX ##-#### et seq., and that these type of criminal offenses prohibit individuals from being eligible to serve in a volunteer capacity for the University. The Volunteer acknowledges s/he will disclose to the University any relevant details in advance of any volunteer activities whether or not the circumstances occurred when the volunteer was a juvenile;
- That Volunteer understands that his or her role is to assist the program leader and be consistent in the direction of the administration of all activities associated with the program; and
- That Volunteer's participation as a volunteer in the program is granted at the sole discretion of the Department Head of _____ and can be revoked at any time, for any reason, without prior notice.

By signing below, I agree to the above terms.

_____ [signature]

_____ [name, Volunteer]

_____ [date]

(If under the age of 18, signature of parent or legal guardian is required)

Signature of Parent/Guardian

For University:

By: _____ [signature]

_____ [name, Department Head/Supervisor]

_____ [date]