



Randolph Community College

Creating Opportunities. Changing Lives.

RCC Volunteer Agreement

Volunteers may be utilized from time to time to assist Randolph Community College with a variety of activities and projects. This agreement is to verify that the individual whose signature appears below clearly understands that his/her services are being donated to Randolph Community College.

Volunteer services are usually donated for a specific program and/or period of time and may be terminated by the volunteer or RCC at any time. Volunteers are not employees of Randolph Community College and are not eligible for pay, insurance, retirement, workers compensation, or any other employee benefits in exchange for their services or work. Volunteers agree not to indemnify and hold harmless RCC from any and all claims of action that may arise out of performance of assigned duties. Volunteers understand that they may come in contact with information that is protected by federal law. Volunteers understand and agree that such information will not be inappropriately used or disclosed whether during or after their volunteer services.

By signing this agreement, the volunteer acknowledges full awareness that no benefits, pay, or preference for employment will be received in return for the donated services. The volunteer chooses to donate his/her services to RCC and agrees to all terms of this agreement.

Volunteer Activities (To be completed by the Supervisor):
(Provide a brief description of activities including anticipated time frame)

Volunteer Name (print)

Signature

Date

Manager/Supervisor Name

Signature

Date



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RCC Volunteer Data Information Sheet

Name: _____
First Middle Last

Preferred Name: _____
(Nickname, etc.)

Address: _____

City, State, Zip: _____

Telephone Number: _____

Email Address: _____

Emergency Contact: _____

Relationship: _____ **Phone Number:** _____

Brief Description of Volunteer Services:

Have you ever been convicted of an offense against the law other than a minor traffic violation? No Yes (If yes, explain fully on the back of this form.)

(A charge/conviction does not mean you cannot volunteer. The offense and how recently you were convicted will be evaluated in relation to the volunteer activities.)

I certify that all of the statements made on this document and any attached documents are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Volunteer Signature: _____

Name & Title of RCC Contact/Supervisor: _____
(Please print)

Approval of Vice President: _____
Signature Date

***Please note that the following forms are required for all volunteers:**

- Volunteer Data Information Sheet
- Volunteer Agreement