



P.O. Box 38, 8560 Tremaine Road
Milton, Ontario L9T 2Y3
Tel: 905-878-8151
info@countryheritagepark.com
www.countryheritagepark.com



COUNTRY HERITAGE AGRICULTURAL SOCIETY VOLUNTEER AGREEMENT, RELEASE AND WAIVER

This Volunteer Agreement is between:

Country Heritage Agricultural Society
P.O Box 38
8560 Tremaine Road
Milton, Ontario L9T 2Y3
(Hereafter referred to as CHAS)

And

Name: _____ Last Name: _____

Address: _____

Town: _____ Postal Code: _____

Phone #: _____ Cell #: _____

Email: _____

(Hereafter referred to as The Volunteer)

In respect to Volunteering at Country Heritage Agricultural Society.

As a volunteer I fully understand and agree to the following:

- That I will not receive any remuneration, salary, wage, payment, or employee benefit whatsoever, or be covered by Workplace Safety and Insurance Board benefits.
- That I release CHAS and its board, members, employees, agents, and assignees from any and all claims for personal injury and/or property damage that may arise from or be in any way connected to my participation as a volunteer for CHAS, I understand that this release applies to both present and future injuries and that it is binding on heirs, executors, and administrators.
- That I will adhere to the Volunteer Code of Conduct (on reverse).
- That as a volunteer, I must obtain prior approval to work on site outside normal office hours from Monday to Friday 9:00 a.m. – 5:00 p.m.
- All work must to be approved by CHAS management.
- Any financial costs must be pre-approved by CHAS management.
- CHAS safety policies and procedures shall apply to all volunteers.
- No property of CHAS shall be removed from Country Heritage Agricultural Society unless a loan agreement has been signed by CHAS Management and the Volunteer.

VOLUNTEER: _____ CHAS: _____

Dated: _____ Dated: _____



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Country Heritage Agricultural Society (Country Heritage Park) Volunteer Code of Conduct

Country Heritage Agricultural Society (CHAS) has adopted the following policies regarding volunteer involvement.

Please read them thoroughly and contact the Country Heritage Agricultural Society Volunteer Coordinator with any questions via email volunteer@countryheritagepark.com or by phone 905-878-8151 ext. 11. **Your signature is required on the Volunteer Application, Release and Waiver Form as your agreement to abide by this Code of Conduct.**

Purpose of Volunteer Guidelines and Code of Conduct Policies

These guidelines and policies are written to provide overall guidance and direction to staff and volunteers working together at CHAS. They do not constitute, either implicitly or explicitly, a binding contractual or personnel agreement. CHAS reserves the exclusive right to change any of these guidelines and policies at any time and to expect adherence to the changed policy.

Definition of a “Volunteer”

A “volunteer” is anyone who, without compensation or expectation of compensation beyond reimbursement, performs a task at the direction of and on behalf of CHAS. A “volunteer” must be officially accepted and enrolled by CHAS prior to performance of the task. Unless specifically stated, volunteers shall not be considered an “employee” of CHAS.

Liability

Volunteers are expected to understand the risks associated with volunteering. Further, volunteers hereby must waive any claims against, indemnify, and hold harmless CHAS, its respective officers, directors, employees, sponsors, representatives, and other volunteers from any and all liability, including attorney fees that may result from illness, personal injury, or property damage.

Discrimination

CHAS is committed to a policy of fair representation and will not discriminate on the basis of race, ethnicity, disability, gender, colour, religion, sexual orientation, geography, or age. CHAS will follow this policy in selection of volunteers. Volunteers are expected to adhere to these same standards in the course of their duties.

Service at the Discretion of the Organization

CHAS accepts the service of all volunteers with the understanding that such service is at the sole discretion of the organization. Volunteers agree that CHAS may at any time, for whatever reason, decide to terminate the volunteer’s relationship with the agency. Notice of such a decision should be communicated as soon as possible to the volunteer’s supervisor and/or the Volunteer Coordinator.



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Representing Country Heritage Agricultural Society

Volunteers are asked to **not** contact organizations or individuals on behalf of CHAS unless a staff person gives them express direction to do so. Prior to any action or statement that may significantly affect or obligate CHAS; volunteers should seek prior consultations and approval from the appropriate staff. These actions may include, but are not limited to, public statements to the press, coalition or lobbying efforts with other organizations, or any agreements involving contacts, resources, finances, or other obligations. Volunteers may be authorized to act as representatives of CHAS as specifically indicated within their job description and only to the extent of such written specifications.

Screening/Background Checks

Volunteers who wish to work with large sums of money, youth or seniors, independent of CHAS employees are required to submit to a background check prior to becoming a volunteer at CHAS.

Confidentiality

Volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed while serving as a volunteer, whether this information involves a member of staff, volunteer, client, other person, or CHAS business. Failure to maintain confidentiality may result in termination of the volunteer's relationship with CHAS.

Contacting Other Volunteers

Occasionally, volunteers will need to contact other volunteers with regard to their activities with CHAS. We expect all such communications among volunteers to follow standard professional practice. Other than phone numbers or email addresses, the CHAS staff will not share contact or other personal information about a volunteer with another volunteer without the consent of all parties involved.

Non-Compliance/Dismissal

Understand that failure to comply with any part of this code may result in suspension from your volunteer duties and/or termination of your volunteer relationship with CHAS. No volunteer will be terminated until the volunteer has had an opportunity to discuss the reasons for possible dismissal with supervisory staff.

Pls see over.



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As a Country Heritage Agricultural Society Volunteer:

- I will conduct myself in a respectful manner, exhibit good conduct, and be a positive role model.
- I will display respect and courtesy for other employees, volunteers, program participants, visitors, clients, and property.
- I will provide a safe environment by not harming anyone in any way, whether through discrimination, sexual harassment, physical force, verbal or mental abuse, neglect, or other harmful actions.
- I will respect the privacy of persons served by the organization and hold in confidence sensitive, private, and personal information.
- I will keep Country Heritage Agricultural Society staff informed of progress, concerns, and problems with the programs(s) in which I participate.
- I will work cooperatively as a team member with employees and other volunteers.
- I will keep personal opinions and actions separate from those made as a representative of this organization.
- I will avoid conduct, both on and off duty, which would jeopardize program effectiveness.
- I will **not** use vulgar or inappropriate language.
- I will **not** solicit gratuities, gifts, or bequest for personal or professional benefit.
- I will **not** use or be under the influence of illegal drugs or any legal substance that cause physical or cognitive impairment.
- I will **not** discriminate on the basis of race, color, religion, sex, age, national origin, marital status or disability, or sexual orientation.

I have read the Country Heritage Agricultural Society Volunteer Code of Conduct and agree to abide by the statements above.

Print Name: _____

Signature: _____ Date _____