



## VOLUNTEER PROGRAM ACKNOWLEDGEMENT AND AGREEMENT

At Goodwill, we understand just how important volunteers are to our mission. Our promise to our volunteers is to do the very best we can to make your volunteer experience memorable and rewarding. We pledge to respect the skills, dignity and individual needs of the volunteer, as well as to ensure diligent supervisory aid and constructive feedback on performance. Lastly, we promise to treat our volunteers as integral and essential members of our team.

**We ask that our volunteers do their part in upholding the values of Goodwill Industries of North Louisiana. By signing below, you are agreeing to the following:**

I acknowledge receipt of a copy of Goodwill Industries of North Louisiana VOLUNTEER HANDBOOK and I understand that it is my responsibility to read, understand and comply with the VOLUNTEER HANDBOOK, any revisions made to it, and all Goodwill policies, practices and rules. I understand that the Agency's policies and procedures are briefly outlined in this handbook and are not complete policies, but are for information purposes only.

I also understand that my volunteer service is able to be discontinued by the Agency or myself at any time, for any reason, with or without cause or notice. I recognize and acknowledge that neither the Agency nor I have entered into any contract of volunteer service or employment, expressed or implied.

I further understand that I should consult my site Volunteer Coordinator or the Human Resources department regarding any questions not answered in this handbook. I have received the VOLUNTEER HANDBOOK and I agree to comply with the policy information contained therein and any revisions.

I acknowledge that I understand that I will not be paid for my services. I am responsible for completing all applicable volunteer paperwork before beginning my first day of service and that my position will not be held for me if I fail to do so. I understand I am subject to dismissal at the discretion of Goodwill Industries of North Louisiana and that volunteer positions are for no specified term. I also understand that I may choose to end my participation at any time. Should I fail to report for scheduled service two or more days, it will be assumed I have ended my participation and another volunteer will fill my position.

---

Signature of Volunteer

Date

---

Printed Name of Volunteer

---

Signature of Manager/Agency Representative

Date