

Wake Forest University Volunteer Agreement

Wake Forest University thanks you for volunteering your services to our campus. Your services support our mission to providing students with an educational environment that nurtures their learning. Please affirm your understanding and acceptance of the terms of this agreement, stated below, with your signature.

- A. I am volunteering my services for Wake Forest University to support the activities of the University as well as for my own benefit and do so without any coercion or pressure from the University. The volunteer position is: _____ for the department of _____. The term of services will last until _____ (date). This typically will be no longer than one year.
- B. I understand that I may stop providing volunteer services at any time, for any reason, with or without advance notice, and with no detrimental consequences. I further understand that Wake Forest University has the discretion to select volunteers and may end the volunteer relationship at any time, for any reason, with or without advance notice.
- C. I understand and agree that, as a volunteer, I am not an employee of Wake Forest University. Therefore, I will not be paid a salary, wage, or other compensation, nor am I eligible for any Wake Forest employee benefits, including but not limited to workers' compensation benefits. If I am employed by Wake Forest University in another capacity, I cannot volunteer to perform the same duties I am employed to perform at Wake Forest University.
- D. I understand that as a volunteer I am not replacing an employee and I am not to perform an employee's job duties.
- E. I agree that while I am not an employee of Wake Forest University, I may be asked to complete a criminal background check, drug screen and/or driving record check in order to volunteer for the University.
- F. I understand that at all times I must abide by Wake Forest University policies, external regulations, and laws that govern my actions, including but not limited to those regarding ethical behavior, confidentiality (including the requirements of the FERPA), financial responsibility, motor vehicle operation, and drug and alcohol use.

By signing below, I acknowledge that I have read this Agreement, understand the terms it contains, and that I agree to abide by them as a condition of my volunteer service at Wake Forest University.

Volunteer's Signature

Date

Print Volunteer's Name

Manager Name/Signature

Date

Human Resources Approving Signature _____ Date _____

CC: Human Resources Office