



Volunteer Application

Mon-Fri 5:00am-7:30pm

Sat 6:30am-4:00pm

Sun 7:30am-3:00pm

Pools close 15 minutes early

802.296.2850 | www.uvacswim.org

Name: _____

Phone: _____ Email: _____

Mailing Address: _____ Physical Address: _____

City: _____ State: _____ Zip: _____

VOLUNTEER INTERESTS

Prioritize with number, which volunteer positions interest you. One (1) being the most interesting and nine (9) being the least interesting.

_____ **Fitness Center Greeter:** *Time Commitment: 2 hours weekly (typically 7:30-11:30am or 3:30-6:30pm). Greet members and guests in the fitness center; engage in conversation and lead the charge with excellence in customer service. May be asked to help with other tasks such as wiping down equipment, providing towels to patrons, and matching members/guests with personal trainers to answer fitness and nutritional questions. No technical fitness knowledge required.*

_____ **Shuttle Van Driver for Swim Meets:** *Time Commitment: Dependent on swim meet schedule. UVAC provides complimentary transport from local hotels and off-site parking for swim meets held at UVAC. Drive pre-determined routes within a 3-mile radius to pick up and drop off attendees. Must be comfortable driving an 8-12 passenger vehicle (no special license required). Meets are held throughout the year with the majority on Saturdays and Sundays.*

_____ **Fitness Equipment Cleaner:** *Time Commitment: 2 hours weekly. Perform light janitorial duties such as vacuuming, sweeping and/or dusting under the machines. Laundering fitness towels and lubricating machines routinely. For those who need a flexible schedule in order to volunteer. Must be able to stand, stoop and bend.*

_____ **Swim Meet Parking Attendant:** *Time Commitment: dependent on swim meet schedule. Similar to shuttle drivers, help with keeping the parking lot organized, help people find open spots, letting guests know when the shuttle can be expected, and communicating the status of the lots to UVAC's Facilities. In addition to the UVAC lot we also have an off-site lot. Requires being able to stand and move around lots. For winter meets, must have warm clothing and able to be outdoors in cold weather for several hours at a time. Lunch may be provided depending on shift.*

_____ **Housekeeping:** *Time Commitment: 2 hours weekly. Perform light housekeeping duties such as sweeping, mopping and vacuuming. Tidying up locker rooms, cleaning windows and mirrors and/or emptying trash are essential. Must be able to stand, stoop, bend and able to lift up to 20 lbs.*

_____ **Splash Camp:** *Time Commitment: Arranged based on need for specific camps. Assist camp staff with various tasks needed to run a successful day camp for children 6-10 years old. Duties include checking in camp kids for the day, helping to ensure a smooth transition from parent to teacher, helping with games and crafts throughout the day and assisting the children as needed with food, snacks and bathroom breaks. Camps run during school vacations and summer break.*

_____ **KidZone Childcare:** *Time Commitment: 2 hours weekly (typically either 8:30-11:30am or 3:30-6:30pm) KidZone is designed to provide enrichment opportunities for children ages 6 months to 6 years in a safe and friendly environment while their parent(s) work out. Under direction of our paid KidZone staff, interact with children to help engage them in reading, crafts and/or play. Put on a big smile and share some silly songs. Will be directly involved in comfort, care and safety of our youngest members.*

_____ **Welcome Desk:** *Time Commitment: 2-hour shift per week. Directly interact with every member/guest that checks in. Need for professionalism, multi-tasking and high attention to detail are essential. The ability to meet and greet diverse groups of individuals with an infectious smile is a must. Answering questions and the phone as well as recruiting new members/volunteers will add to the variety of tasks that will come your way at the Welcome Desk*

_____ **Parent Night Out:** *Time Commitment: 3 hours monthly. Happens once a month on Saturday evening from 5 – 8pm. This event is for children (ages 3-12) who will be swimming, eating and then enjoying a movie. Under the direction of paid staff, will be expected to help engage the children in group activities as directed.*

Would you be looking to work towards a 2 hour a week position (single person membership) or a 3 hour a week position (family style membership)? _____

AVAILABILITY

Please select your availability.

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning	9am-12pm							
Afternoon	1pm-4pm							
Evening	4pm-9pm							

TELL US ABOUT YOURSELF

Please summarize your education, employment and volunteer experience (or attach résumé):

What are some of your hobbies and/or interests?

How did you hear about our volunteer opportunities? _____

REFERENCES

Name of Reference #1: _____

Phone: _____ Email: _____

Name of Reference #2: _____

Phone: _____ Email: _____

Name of Reference #3: _____

Phone: _____ Email: _____

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to volunteering, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

This VOLUNTEER AGREEMENT ("Agreement") is made and entered into at the Upper Valley Aquatic Center in White River Junction, Vermont (Center). The undersigned person is an adult, over the age of eighteen (18) years.

WHEREAS, the Center wishes to enhance the facility's level of customer service at the Welcome Desk, facilities, during swim meets, and childcare, and WHEREAS, the Volunteer desires to assist the Center with its efforts to improve service, the Center is grateful to the Volunteer and wishes to engage the Volunteer to assist in its mission to deliver a wide range of aquatic and fitness programs that are accessible to all members of the upper valley community. We also promote aquatic competition, fitness education, and wellness programs.

Now, THEREFORE, the parties agree as follows: Disclaimer of employment: Volunteer acknowledges and agrees he/she is not legally or morally obligated to work at the center and that such effort is not undertaken by the Volunteer to help or protect his/her own personal interests. Volunteer agrees to give his/her services to the Center without any expressed or implied promise of compensation. While engaged in the performance related to the Center, the Volunteer SHALL NOT BE AN EMPLOYEE OF THE CENTER for any purpose whatsoever. Volunteer shall not be paid nor compensated by the Center for services performed or related to the Center.

No Worker's Compensation Insurance Coverage: Volunteer understands, acknowledges and agrees that he/she WILL NOT BE COVERED by the Center's worker's compensation insurance coverage while engaged in the performance of services for the Center.

Waiver and Release of Claims: Indemnification: Volunteer hereby agrees that the Center, its employees, Board of Directors, and insurance companies (collectively, "Released Parties") are NOT RESPONSIBLE for his/her safety in connection with the performance of services related to the Center and its services. Volunteer specifically RELEASES AND DISCHARGES, in advance, Released Parties from any and all liability in connection with the Volunteers performance of services related to the Center. Volunteer agrees to accept all responsibility for the risks, conditions and hazards which may occur during the performance of services related to the Center, whether they now be known or unknown. The Volunteer HEREBY WAIVES, RELEASES AND DISCHARGES, AND AGREES TO INDEMNIFY AND HOLD RELEASED PARTIES HARMLESS FROM any and all claims for damages for death, personal injury and property damage which Volunteer may have or which may hereafter accrue to Volunteer, Volunteer's heirs or Volunteer's estate as a result of Volunteer's performance of services to the Center, whether injury was foreseeable or not.

Consent to Fingerprinting: Volunteer consents to the Center's policy of fingerprinting and a criminal records check. The Center will assume scheduling and the cost for this procedure.

Consent to Use of Photographs: Volunteer consents to the Center use of photographs or digital depiction containing Volunteer's picture, image or likeness in connection with the Center advertisement or publicity of the Center and agrees that no compensation shall be paid by the Center to the Volunteer in connection with such use.

Schedule: The Volunteer agrees to keep the initial schedule agreed upon by his/her supervisor and to give advance notice if Volunteer is unable to honor this schedule due to illness or other personal matters.

Applicability: This Agreement shall apply to all volunteer work performed at the Center.

EXECUTED this: _____ day of _____ 20_____

By: _____ Title: _____

Volunteer Signature: _____

Print Name: _____

CONFIDENTIALITY AND PROPERTY OBLIGATIONS

Name: _____ (Please Print)

Confidential Information

You must keep confidential, during and after your employment with the Upper Valley Aquatic Center any information that is the Upper Valley Aquatic Center, proprietary. This information includes but is not limited to the following: confidential reports and communications; members and prospect lists; the identity of consultants; information concerning our employees; financial information; member information and data and information that the Upper Valley Aquatic Center obtains from others in confidence that is subject to a non-disclosure agreement.

Upon completion of employment you agree not to take with you tangible items containing the Upper Valley Aquatic Center Confidential Information and to promptly return such items in your possession at the time of termination.

You recognize that we will suffer irrevocable harm if you breach your obligations listed in this agreement, and that monetary damage may not be adequate to compensate us for such breach. If you breach or attempt to breach any of the provisions in this agreement, you agree that without limiting our remedies, we are entitled to an immediate temporary restraining order without notice to you, a preliminary injunction and permanent injunction to prevent or restrain any breach or attempted breach of any provision herein. The prevailing party in any action brought under this agreement is entitled to an award of its reasonable attorney's fees incurred in this action.

ACKNOWLEDGED AND ACCEPTED

Signature

Date

VOLUNTEER CODE OF CONDUCT

As a volunteer, I promise to strictly follow the rules and guidelines in this Volunteer's Code of Conduct as a condition of my volunteer services as the Upper Valley Aquatics Center.

As a volunteer, I will:

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.
- Use positive reinforcement rather than criticism
- Be professional to all members and guests
- Report suspected abuse to an administrator, or appropriate supervisor

As a volunteer, I will not:

- Smoke or use tobacco products in the presence of members and guests
- Use, possess, or be under the influence of alcohol at any time while volunteering.
- Use, possess, or be under the influence of illegal drugs at any time.
- Pose any health risk to members and guests (i.e., no fevers or other contagious situations).
- Strike, spank, shake, or slap members and guests.
- Humiliate, ridicule, threaten, or degrade members and guests.
- Use any discipline that frightens or humiliates members and guests.
- Use profanity.

I understand that as a volunteer working with children and/or youth as well as members and guests, I am subject to a thorough background check including criminal history and fingerprinting. I understand that any action inconsistent with this Code of Conduct or failure to take action mandated by this Code of Conduct may result in my removal as a volunteer.

Volunteer Signature: _____ Date: _____

Print Name: _____