

500 Gunnery Road

Fredericksburg VA, 22401

Phone: (540) 368-9531

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**VOLUNTEER POLICY**

* All volunteers, mentors, staff, and board members are required to fill out an Application Form, undergo an interview with Club personnel, participate in an approved background check, and provide a copy of a Government Issued photo ID to our office. Note: please consult the instructions for this process.
* All volunteers, staff, and board members are required to sign a Non-Disclosure/Confidentiality Agreement to keep our members safe.
* High school volunteers are required to become members of the Club, meaning the Membership Application must be completed, and must remit the $60.00 Membership Fee
* If your community service is court-mandated, you must provide documentation of your offense, and the contact information of your community service case manager
* Those convicted of violent, sexual, or theft charges are ineligible for volunteerism
* All volunteers are required to attend an orientation/training prior to their first day.
* Volunteers are required to sign in and out each day. Hours are required to be signed off by Club personnel at the close of business each day.
* At any time, a volunteer’s service can be terminated.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_