



# VOLUNTEER CODE OF CONDUCT

## Introduction

WONDER&WANDER is a not-for-profit organization formed to provide a place where children of all ages and abilities are encouraged to develop their full creative potential through the visual and performing arts.

**In performing any service for WONDER&WANDER, representing WONDER&WANDER, or engaging in any WONDER&WANDER activity, all volunteers of WONDER&WANDER agree to meet the following standards of conduct:**

I will represent WONDER&WANDER in a polite and professional manner at all times.

I will treat all WONDER&WANDER, staff, donors, children, youth, and families with respect and kindness at all times and shall not engage in any unacceptable behavior. I understand that unacceptable behavior includes, but is not limited to, displaying discourtesy, engaging in rude behavior, or using verbal, written, physical, or visual means to harass any individual associated or doing business with WONDER&WANDER.

I will not operate or act in any manner that is contrary to the best interests of the WONDER&WANDER.

I will attend any and all Orientation and Training sessions required for my Volunteer Assignment with WONDER&WANDER.

I will wear the appropriate attire for my Volunteer Assignment, as outlined by WONDER&WANDER policies. I will arrive on time and be reliable for my Volunteer

## Assignment.

I will not accept or seek on behalf of any person, any financial advantage or gain as a result of my affiliation with WONDER&WANDER.

I will not publicly use any WONDER&WANDER affiliation in connection with the promotion of partisan politics, religious matters, or positions on any issue not in conformity with the official position of WONDER&WANDER and without the express written permission of WONDER&WANDER.

I will respect and maintain the confidentiality of all privileged information related to WONDER&WANDER. I will not disclose any confidential WONDER&WANDER information that is available solely as a result of my affiliation with WONDER&WANDER to any person not authorized to receive such information or use any such confidential WONDER&WANDER information to the disadvantage of WONDER&WANDER.

I will not operate or act in a manner that creates a conflict with the interests of WONDER&WANDER and any organization in which I have a personal, business, or financial interest. I shall disclose such conflict of interest to WONDER&WANDER's CEO upon becoming aware of the conflict. Where required, I shall absent myself during deliberations, and shall refrain from participating in any decisions or voting in connection with the matter.

I understand that:

Volunteers who do not adhere to the Code of Conduct set forth above or who fail to satisfactorily perform their Volunteer Assignment are subject to dismissal.

Volunteer Assignments are "at will" and may be terminated by WONDER&WANDER at any time, with or without cause.

If I am unable to perform volunteer duties at any time, including because I wish to terminate my volunteer relationship with WONDER&WANDER, I will notify the appropriate individuals immediately and with as much notice as possible.

I assume full responsibility for the risk of bodily injury, death, or property damage resulting from the performance of my Volunteer Assignment with WONDER&WANDER and any related activity thereto and do hereby release, waive, and discharge any and all claims or actions against WONDER&WANDER, its officers, directors, partners, agents, licensees, employees, or other volunteers (the "Released Parties") arising from or relating to the performance of my Volunteer Assignment or related activities, and do otherwise release and discharge the Released Parties from any and all liability arising from or related to any activity I engage in or perform on behalf of WONDER&WANDER.

**Name \***

**Date \***

First

Last

MM/DD/YYYY

**Email \***

**Disclosure of Current or Potential Conflicts:**

**I affirm that, except that listed below, I have no financial interest or affiliation with any organization that may have interest that conflicts with, or appears to conflict with, the best interest of WONDER&WANDER: \***

\_\_\_I agree to this statement.

**I also agree, during my term of volunteer status with WONDER&WANDER to report promptly to WONDER&WANDER’s CEO any future situation that involves or might appear to involve me in any conflict between my outside interest and the best interest of WONDER&WANDER. \***

\_\_\_I agree to this statement.

**CODE OF CONDUCT WONDER&WANDER AGREEMENT \***

\_\_\_I certify that I have read and understand the Volunteer Code of Conduct of WONDER&WANDER and agree to comply with it, as well as applicable laws, policies and procedures that impact the organization.

**Signature\***

**Date**

\_\_\_\_\_

\_\_\_\_\_

**Name (Printed)**

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