

# Volunteer Agreement

This Volunteer Agreement (“Agreement”) defines the relationship and expectations between \_\_\_\_\_, [Full Name] (“Volunteer”) and The Register of Professional Archeologists (the “Register”), including its Board of Directors, Executive Director, and Officers, and sets forth the benefits to volunteering. This Agreement is an agreement between Volunteer and the Register.

## Volunteer Benefits

- Volunteer may be eligible for travel reimbursement to attend Register events at the discretion of the Register.

## Volunteer Requirements and Acknowledgements

- Volunteer agrees to serve the Register as \_\_\_\_\_ [Position Title] of the \_\_\_\_\_ [Register Entity] from \_\_\_\_\_ [begin date] to \_\_\_\_\_ [end date].
- Volunteer has read and agrees to abide by the Register’s mission, vision, bylaws, and policies and procedures.
- Volunteer will be directed by the Register or designee appropriate to their role (ex: Chair of Committee or Council) and Volunteer agrees to abide by said direction.
- Volunteer agrees to fulfill the duties of their position as described in Attachment A: Position Requirements.
- Volunteer agrees to attend and participate in regularly scheduled and special meetings of the entity (ie Board or committee) of which they are a part; failure to attend two consecutive meetings at any time during service may be grounds for removal.
- Volunteer agrees to provide updated contact information to the Register including email and mobile phone number.
- Volunteer agrees to communicate with and respond to requests of the Board of Directors, Executive Director, Officers, and/or Employees in a timely manner.
- Volunteer agrees to not release organizational information to the media or non-registrants. Organizational information includes but is not limited to: information or personal opinions about the personnel, members, operations, activities, and governance of the Register, collected or received through Volunteer’s service to the Register.

## Register Commitments

- The Register will communicate or respond to requests of Volunteer in a timely manner.
- The Register will provide information required for Volunteer to fulfill his/her position requirements.
- Upon request and at the conclusion of service, the Register will provide a letter to the Volunteer and Volunteer's employer, educational institution, or organization to document the service.

## Liability

### Waiver and Release of Claims

Volunteer agrees to WAIVE, RELEASE, AND HOLD HARMLESS the Register, including but not limited to the Board of Directors, Executive Director, Officers, Employees, and other volunteers from any and all liability, claims, costs, and expenses of any kind and of whatever nature which Volunteer or Volunteer's successors may have or which may later accrue, caused by or arising directly or indirectly from Volunteer's participation as a volunteer for the Register, including travel to and from said volunteer activities or any events incidental to said activities. This release and waiver includes, in each such case, all claims, known and unknown, foreseen and unforeseeable, regardless of the cause or whether such claims arise from tort, contract, or otherwise, and even if caused by negligence, whether passive or active, and includes.

### Awareness and Assumption of Risk

Volunteer agrees that he/she is voluntarily participating in certain activities as a Volunteer. Volunteer understands that there are risks associated with Volunteer's participation as Volunteer, such as physical injury, pain, or economic loss, whether arising from Volunteer's or other's actions, inactions, or negligence, or the condition of a location or facility. Nonetheless, Volunteer agrees to assume all risks of Volunteer's participation in Volunteer activities, whether known or unknown to Volunteer, including travel to and from said activities or any events incidental to said activities.

## Volunteer Commitment and Acknowledgement

I certify that my signature below indicates I have read this Agreement in its entirety, that I understand all terms herein, that I voluntarily enter into this Agreement, and that I acknowledge and agree to each of the statements herein. I further acknowledge that any violation of these expectations could cause harm to the Register and could result in removal from my position.

### **VOLUNTEER:**

[signature] \_\_\_\_\_

Printed Name

\_\_\_\_\_  
Date

[Position title] \_\_\_\_\_

### **THE REGISTER OF PROFESSIONAL ARCHAEOLOGISTS:**

[signature] \_\_\_\_\_

Printed Name

President

\_\_\_\_\_  
Date

[signature] \_\_\_\_\_

Printed Name

President- Elect (xxxx-xxxx)

\_\_\_\_\_  
Date

[signature] \_\_\_\_\_

Michael OToole, CAE

Executive Director

\_\_\_\_\_  
Date