



Volunteer Agreement

This Volunteer Agreement, hereinafter referred to as "Agreement," is entered into and made effective as of _____ (the "Effective Date") by and between the following parties: _____ (the "Volunteer"), and Winneshiek County Conservation (the "County"), a governmental subdivision, organized under the laws of the state of Iowa, having its principal location at the following address: 2546 Lake Meyer Road, Fort Atkinson, IA 52144 and Email: conservation@winneshiekwild.com. Volunteer and County may be referred to individually as "Party" and collectively as the "Parties."

WHEREAS, Volunteer wishes to donate their time to the County; and,

WHEREAS, County would like to accept Volunteer's service;

NOW, therefore, in consideration of the promises and covenants contained herein, as well as other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged), the Parties do hereby agree as follows:

ARTICLE 1 - VOLUNTEER SERVICES:

Volunteer will be donating time to the County in the capacity of the following: _____ (the "Role"). In the Role, Volunteer will be providing the following services (the "Volunteering Services"):

Volunteer plans to volunteer in the Role for _____ (time period).

ARTICLE 2 - NO WAGES:

Volunteer understands that this role is without wages, a salary, or other benefits. This is exclusively a voluntary role so that Volunteer may provide assistance to the County.

ARTICLE 3 - REIMBURSEMENT:

Volunteer may be reimbursed for the following pre-approved expenses: _____

ARTICLE 4 - RELATIONSHIP:

Nothing herein shall be taken to establish any partnership, joint venture, agency, or employment relationship. Volunteer is, and at all times will be, a volunteer only. Volunteer shall receive no benefits from County, such as health insurance, paid vacation, or sick days. Volunteer shall be responsible for all of Volunteer's own taxes.

ARTICLE 5 - SUPERVISOR:

Volunteer's direct supervisor will be: _____ (the "Supervisor"). Volunteer agrees to follow all directions given by the Supervisor, as well as any and all rules and instructions provided by County and as set forth in the attached Volunteer Policy Statement. Volunteer may also be assigned other supervisors, including other volunteers, from time-to-time.

ARTICLE 6 - TRAINING:

Volunteer may be asked to undergo training for the County. Volunteer understands that such training may be an essential component of being able to volunteer in the Role. Volunteer agrees to complete such training prior to beginning in their role with County.

ARTICLE 7 - INSURANCE:

County hereby agrees to insure Volunteer under applicable liability and workers compensation policies of the County.

Article 8 - RELEASE OF LIABILITY:

Volunteer hereby releases and discharges County and County's assigns, successors, officers, employees, agents, or any other legal representatives along with anyone claiming through them (hereinafter, collectively, the "Released Parties"), in their individual capacity or in their business capacities, of all claims, causes of actions, liabilities, disputes, demands, damages, agreements, contracts, obligations, promises, debts, and/or accounts of any kind or any nature, whether currently known or unknown, for any damage, loss, or injury of or relating to the Volunteering Services which Volunteer has or ever had or may have in the future against County or any of the Released Parties.

ARTICLE 9 - TERMINATION:

This Agreement may be terminated by either party at any time.

ARTICLE 10 - EMERGENCY CONTACT:

The Volunteer's emergency contact is:

_____ (Name) _____ (phone number)

ARTICLE 11 - GENERAL PROVISIONS:

a) GOVERNING LAW: This Agreement shall be governed in all respects by the laws of the state of Iowa and any applicable federal law. Both Parties consent to jurisdiction under the state and federal courts within the state of Iowa. The Parties agree that this choice of law, venue, and jurisdiction provision is not permissive, but rather mandatory in nature.

b) ENTIRE AGREEMENT: This Agreement and the attached Volunteer Policy Statement constitute the entire agreement between the Parties and supersedes any prior or contemporaneous understandings, whether written or oral.

c) HEADINGS: Headings to this Agreement are for convenience only and shall not be construed to limit or otherwise affect the terms of this Agreement.

This agreement sets out mutual expectations and is not a legally binding contract of employment. *I have read and understood the agreement:*

Volunteer (signature): _____ Date: _____

Name (printed) _____

Address: _____

City/State/Zip: _____

Phone Number: _____ Email Address: _____

Volunteer Policy Statement

Winneshiek County Conservation values the gift of time made by its volunteers. This agreement tells you what you can expect from us, and what we hope from you.

You can expect us to:

- Introduce you to how the County works and your role in it, and to provide any training you need.
- Provide regular contact with a supervisor so that you can tell us if you are happy with how your tasks are organized and get feedback from us.
- Respect your skills and motivations, and do our best to meet them.
- Consult with you and keep you informed of possible changes to your work
- Include you within our insurance policies
- Provide a safe workplace and any required safety equipment.
- Apply our equal opportunities policy.

We expect you to:

- Carry out the tasks you have agreed to as part of your role description
- Work reliably to the best of your ability
- Give as much warning as possible whenever you cannot volunteer when expected
- Treat staff, volunteers, the public and the environment with courtesy and respect.
- Return any loaned tools, materials, or supplies in the condition received.
- Follow our rules and procedures, including those on health and safety, equal opportunities and confidentiality.
- Dress suitably for outdoor work as needed and stay alert to changing weather conditions
- Obey our alcohol, drug and tobacco free workplace expectations
- Abstain from and not tolerate physical or verbal abuses.
- Report any and all injuries/emergencies to the appropriate staff and/or authorities after first taking immediate action to ensure the health and safety of the injured party (whether self or others.)
- Operate tools and equipment in a responsible manner.
- Understand that some volunteer positions may require a background check.
- Understand that all publication, slides, videos, artistic or similar endeavors, resulting from my volunteer services as specifically stated in the job description , will become the property of WCC, and as such, will be in the public domain and not subject to copyright laws.

COVID-19 Safety Guidelines:

- Follow all CDC standards regarding physical distancing
- Bring your own PPE including masks and gloves.

Equal Opportunity Policy

We celebrate diversity and do not discriminate based on race, religion, color, national origin, marital status, sex (including pregnancy and gender identity), sexual orientation, age, veteran status, disability status, or any other applicable characteristics protected by law.

Image Release

The volunteer authorizes Winneshiek County Conservation to photograph and/or record their image and/or voice and to use this material to promote the County through the media of newsletters, websites, television, film, radio, print and/or display form. The volunteer further understands that the materials and copyright will remain the sole property of the County.