



## Volunteer Agreement

### As a volunteer I understand:

- That I will not receive any compensation for the above work and that volunteers are NOT considered Polk County Conservation (PCC) employees for any purpose other than tort claims and injury compensation.
- That volunteer service is not creditable for leave accrual or any other employee benefits.
- That my volunteer position may require a background investigation in order for me to perform my duties.
- That all publications, films, slides, videos, artistic or similar endeavors, resulting from my volunteer services as specifically stated in the attached job description, will become the property of PCC, and as such, will be in the public domain and not subject to copyright laws.
- That tobacco use in all PCC vehicles and machinery is prohibited, and is only allowed in designated areas.

## Code of Conduct

### As a volunteer I will:

- Follow the policies, guidelines and procedures defined by staff and the appropriate volunteer leader.
- Conduct myself in a professional manner at all times, and work cooperatively with other volunteers and PCC staff.
- Be courteous and respectful in dealing with staff, other volunteers and the public.
- Work within my assigned agency-authorized tasks.
- Abstain from, and not, tolerate physical or verbal abuse.
- Wear appropriate clothing and required Personal Protection Equipment (PPE) as pertaining to assigned task at all times.
- Under no circumstances, attend or participate in a volunteer task, activity or event under the influence of alcohol and/or controlled substances.
- Under no circumstances, wear PCC volunteer clothing, hats or other gear while consuming alcohol and/or illegal controlled substances.
- 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 machinery, vehicles and other equipment in a responsible manner.
- I understand that failure to comply with the terms of this agreement will result in termination of volunteer activity at all Polk County Conservation volunteer programs.
- I also understand that either the county or I may cancel this agreement at any time by notifying the other party.
- I understand that all tools, materials and supplies provided by PCC are and remain the property of PCC. I also agree to return these to PCC within three business days of the end of my volunteer service, unless otherwise approved by PCC staff.
- I will not make personal use of the PCC equipment, vehicles, tools or supplies.

I have read and understand the above agreement, and agree to adhere to these principals.

Signed: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

Position(s): \_\_\_\_\_