



California College of the Arts

Volunteer Agreement for Hourly Employees

As an hourly employee of the college, you acknowledge that the time you put in to assist with the college event is not related to your current job and you are not being assigned by any college authority to be at work for the time you are serving as a volunteer.

No compensation of any type and no benefits are associated with the volunteer work for which you are signing up. As a volunteer, you are expected to conform to the college's stated policies and procedures, especially those related to security, safety, and ethical conduct.

Volunteers are covered by the college's policy against harassment and should report to the vice president of Human Resources any behavior they feel is contrary to that policy.

This agreement must be read, signed, and adhered to by the person supervising the volunteer for the event only and the volunteer alike.

Once signed, please submit this agreement to the event supervisor or to the Human Resources Office.

I (print name) _____ intend to donate
my services for charitable objectives to CCA in regards to _____ (name of event).

Date(s) activities are to be performed: _____

Volunteer's signature: _____

Date signed: _____

Name of event supervisor: _____

Date signed: _____