



# Volunteer Application

Date \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_  
Home Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_  
Email Address \_\_\_\_\_

## ADDITIONAL JUNIOR VOLUNTEER INFORMATION (under 18 years)

Birthdate \_\_\_\_\_

.....

## EMERGENCY CONTACT

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/Town \_\_\_\_\_ Postal Code \_\_\_\_\_  
Home Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_

.....

- Areas of Interest:      Cat Care      Dog Care      Small Animal Care  
Dog Walking      Foster Care      Fundraising/Events      Retail

Special skills and training that may benefit Humane Society HPE:

# Volunteer Release of Liability, Conflict of Interest and Confidentiality Agreement

## DUTIES AND RESPONSIBILITIES

- Volunteers agree to abide by instructions from staff and honour HSHPE's laws, rules and regulations.
- Volunteers are expected to be with a parent or guardian if under the age of sixteen (16) years. The parent or guardian shall be with the children and accessible to their needs at all times.
- The primary concern of each and every Volunteer is the health and safety of all the staff, volunteers and visitors, as well as the animals.
- Volunteers are expected to behave in an exemplary and competent manner at all times.
- Volunteers are prohibited from using foul or abusive language around or in the shelter or at any time they are representing HSHPE.
- The use of alcohol and drugs is strictly prohibited. Any evidence of their use will result in the loss of volunteer privileges and removal from the shelter premises.
- A Volunteer's failure to behave in accordance with these and any such policies that the HSHPE may adopt, will result in immediate termination of volunteer privileges.

**CONFLICT OF INTEREST** All volunteers must disclose their involvement with other organizations, businesses or individuals where such a relationship might be viewed as a conflict of interest. Failure to declare a conflict of interest can result in the severing of the volunteer relationship. (See HSHPE Policy Manual Re: Conflict of Interest)

**TRAVEL RESPONSIBILITIES** Each Volunteer is solely responsible for his/her travel before and after leaving the shelter. All volunteers must be picked up no later than 4:45pm.

**CONFIDENTIALITY** I hereby acknowledge, and understand, that in the course of carrying out my duties at the Humane Society Hastings Prince Edward, I may be dealing with information contained in files and records that is confidential or that tends to reveal the identity of a client. I agree to hold such information confidential, and, except as I may be legally required, not disclose or release it to any person.

**KNOWING AND VOLUNTARY EXECUTION** I have carefully read this consent and release and fully understand its contents. I am aware that this is a release of liability and a contract between myself and releasees and/or affiliated organizations and sign this of my own free will.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Volunteer (Print Name)

\_\_\_\_\_  
Date

## PARENT/GUARDIAN CONSENT - (FOR VOLUNTEERS UNDER 18 YEARS)

I have read this Volunteer Agreement Consent and Release Form and explained its meaning to my Child/Ward (the applicant). I hereby approve and agree to his/her participation as a Volunteer at the HSHPE in accordance with the terms of this Volunteer Agreement Consent and Release and agree to the terms and conditions of the Consent and Release.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian (Print Name)

\_\_\_\_\_  
Date

Please submit to Kristi at:  
[kballenthin@humanesocietyhpe.ca](mailto:kballenthin@humanesocietyhpe.ca)