

MAINE COMMUNITY COLLEGE SYSTEM VOLUNTEER APPLICATION AND AGREEMENT

I. CONTACT INFORMATION

Name		
Address		
Date of Birth	Home Phone	Work Phone
Cell Phone	E-Mail	
Emergency Contact Person		
Emergency Contact Phone		
Position Applied For		

II. BACKGROUND INFORMATION

A. Please list the education, training and/or experiences that qualify you for this particular Volunteer activity.

B. Please list all employers and titles of positions within the last five (5) years. Please use additional sheet if necessary.

1	Employed (State Month & Year)	Employer	City	State
	From	To		
	Start	End	Reason for leaving	
Job Title and Duties:				
2	Employed (State Month & Year)	Employer	City	State
	From	To		
	Start	End	Reason for leaving	
Job Title and Duties:				

C. Please list two references who can speak to both your ability and your character to serve in this Volunteer position.

Name	Name
Telephone Numbers	Telephone Numbers
Relationship	Relationship

D. Other Personal and Employment Information

- 1. Have you ever been convicted of, or entered a plea of guilty or no contest to a crime other than a minor traffic offense? Yes No
- 2. Have you ever been asked to resign from a prior employment or volunteer position? Yes No
- 3. Have you ever resigned from a prior employment or volunteer position after a complaint has been received against you or your conduct was under investigation or review? Yes No

If you have answered “yes” to any of the previous questions, please provide full details on an additional sheet. Please note that these disclosures are not necessarily a bar to volunteerism.

III. TERMS AND CONDITIONS

In consideration for the opportunity to serve as a Volunteer for _____Community College (“College”), I understand and agree to the following terms and conditions:

- 1. As a Volunteer in a collegiate environment, I have a responsibility foremost to serve as an educator and role model for students and a reliable colleague for employees.
- 2. I agree to abide by all College and Maine Community College System (“System”) policies and procedures and laws that govern my actions, including, but not limited to, those relating to safety, ethical behavior, confidentiality, discrimination, harassment, hazing and substance abuse.
- 3. I am not considered an employee of the College or System for any purpose; I am not covered by the Fair Labor Standards Act; and I am not eligible for overtime compensation, medical or other insurance, workers’ compensation or any other employment-related benefit from the College or System.
- 4. Provided that I act in good faith in the course and scope of my assignment, I may be entitled to certain liability coverage under those College or System policies of liability insurance that cover such acts.
- 5. I hereby authorize the College and/or System to verify the information provided herein as it may relate to the services I would provide as a Volunteer.

IV. SIGNATURE

I certify that the information I have provided is accurate and complete.

Date	Signature
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If the applicant is under 18 years of age, the signature of a parent or guardian is required.

Date	Signature
Relationship to Applicant	