



## **After-School Program Volunteer Contract**

Thank you for your interest in volunteering with the after-school program at the Dakota Center. Please take the time to read and sign this contract.

### **Homework Room Rules**

- Children must try to work on their homework before asking for help.
- Encourage the child to ask specific questions about a problem rather than guide them through an entire assignment.
- Help the children to keep the room clean. Remind them to push in chairs and clean up after themselves.
- Maintain a quiet and respectful atmosphere. Refer disruptive children to a staff member.
- **Do not give answers or complete homework for a child.**

### **What to Do When There Is No Homework!**

- Find a book to read together.
- Play a board game together.
- Join an activity in the art room, lab, or gym.

### **Your Role as a Role Model**

- Please keep phones, mp3 players, and other handheld devices at home or in your bag. If you must make a call, please ask a staff person to use their office.
- Use discretion when discussing various topics with children.
- The Dakota Center has been serving the Dayton community since 1965. Join us in a tradition of excellence!
- Make an effort to introduce yourself and learn the children's names.
- HAVE FUN!

If you have any questions or concerns regarding this contract, please contact the After-School Coordinator at (937) 228-8961. Thank you for your time and energy!

**I have read and agree to all of the above terms.**

**Signature:** \_\_\_\_\_

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



# Minor Volunteer Application

## CONTACT INFORMATION

Name (First, Middle, Last)

Home Address

City

State

ZIP

DOB

Primary Phone

Email

Name of Parent/Guardian

Parent/Guardian Phone

## EDUCATION

### High School

Address

City

State

ZIP

Phone

Fulfilling Comm. Service Requirement?

Yes

No

Name of Faculty Advisor, If Any:

## EMPLOYMENT (if applicable) Please include current/most recent employer.

Employer

Supervisor

Address

City

State

ZIP

Phone

## STATEMENT OF INTEREST

Why are you interested in volunteering for the Dakota Center?

## AVAILABILITY

Please note that volunteering at the Dakota Center is typically a weekly commitment for at least 4 months (one semester).

Check all that apply. I am available

Mon

Tues

Wed

Thurs

Fri

Notes regarding availability:

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**REFERENCES** Please list 2 non-family individuals you have known for at least one year.

Name	Relationship	Phone
Name	Relationship	Phone

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**VOLUNTEER EXPERIENCE (if applicable)**

Org. Name #1	Supervisor Name		
Address	City	State	ZIP
Phone	Dates-From	To	
Work Performed			

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Org. Name #2	Supervisor Name		
Address	City	State	ZIP
Phone	Dates-From	To	
Work Performed			

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**EMERGENCY CONTACT**

Name	Relationship	Phone
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**PHOTO RELEASE (must be signed by Parent or Legal Guardian)**

I consent to Dakota Center, Inc.'s use of my minor child's photographed or recorded image taken during his/her participation in volunteer activities. These photographs or videos may be published in newsletters, organization websites or brochures, or used in news broadcasts related to Dakota Center.

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

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**COVID-19 VACCINATION CLAUSE (must be signed by Parent or Legal Guardian)**

I hereby certify that before volunteering my child will have received a fully vaccinated Covid-19 status in accordance with CDC guidelines. I will also readily show proof of vaccination, under further circumstances.

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

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**VOLUNTEER STATEMENT**

I certify that the answers given here are true and complete to the best of my knowledge.

I agree to the following terms:

- I will commit to a consistent schedule, and I will be on time and ready to participate in my assigned tasks.
- If I must be absent, I will call (937) 228-8961 as soon as possible to notify after-school staff.
- I will accurately record my time in the Volunteer Log at the front desk.
- I will strive to be a good role model for after-school participants by following the Center's rules and modeling a positive attitude.

Volunteer Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

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Please submit by:

**EMAIL** (preferred) [volunteerac@dakotacenter.org](mailto:volunteerac@dakotacenter.org)

**FAX** (937) 228-7960

Or **MAIL** to Volunteer Coordinator

33 Barnett St. Dayton, OH 45402