

Statements of Agreement (please initial each statement and sign the bottom of the this page)

PERSONAL LIABILITY INSURANCE PROVIDED:

(initials)

I, _____, as a volunteer of RSVP, have been informed that I will be covered by accident, personal liability, and excess automotive liability insurance while performing volunteer duties. I understand that this coverage is automatic and free of cost to me as long as I remain active and enrolled with RSVP. I acknowledge that I must (1) sign into my volunteer work site, (2) report my hours, and (3) inform my volunteer supervisor of the incident as quickly as possible, and that failure to do these three things can null and void the responsibility of the insurance company to reimburse my out of pocket expenses related to this incident.

USE OF AUTOMOBILE IN VOLUNTEER SERVICE:

(initials)

I, _____, as a volunteer of RSVP, understand that if I use my personal automobile in my volunteer service, I will arrange to keep in effect automobile liability insurance equal at least to the minimum requirements of the Commonwealth of Pennsylvania. I will also keep in effect a valid Pennsylvania Driver's License.

CONFIDENTIALITY STATEMENT:

(initials)

I, _____, as a volunteer of RSVP, understand that in my capacity as an RSVP volunteer I may come into contact with confidential information. I agree to protect this information to the best of my abilities as a volunteer and not to disclose it during or after my service as a volunteer has ended, in compliance with the *Privacy and Confidentiality Policy* as outlined in the RSVP Volunteer Handbook.

ELIGIBILITY STATEMENT:

(initials)

I, _____, as a volunteer of RSVP, hereby state that I am 55 years of age or older and offer my services as a volunteer for the Retired and Senior Volunteer Program of Centre County.

PHOTOGRAPHY WAIVER:

(initials)

I, _____, as a volunteer of RSVP, grant to RSVP OF CENTRE COUNTY (RSVP), its representatives and employees the right to take photographs of me in connection with my volunteer service. I authorize RSVP, its assigns and transferees to copyright, use and publish the same in print and/or electronically. I agree that RSVP may use such photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content.

ACCEPTABLE CONDUCT POLICIES:

(initials)

I, _____, as a volunteer of RSVP, have reviewed the policies governing *Sexual Harassment, Drug free Workplace, Electronic Communication, and Prohibited Activities for Volunteers* as contained in the **RSVP Volunteer Handbook**, and on the RSVP webpage, and agree to conduct myself at all times and in every way in a manner that is appropriate and acceptable. I will respect all persons I interact with as a volunteer regardless of race, ethnicity, gender, or sexual orientation. I further understand that failure to maintain appropriate behavior will result in corrective action, and may result in separation from the RSVP Program.

I have read and understand the above:

Signature of Volunteer

Date

Signature of Project Director

Date

Name: _____

Interest Inventory: What would you like to do?

- Please do not send emailed notifications.*
- Please send me ALL emailed notifications. (I can pass opportunities along to friends and help them become more involved in the community.)*
- Please send me emails on ANY skill area(s) checked below. I understand that I am under no obligation to respond to volunteer requests, but I welcome the opportunity to know what might be available. (check areas of interest below)*

- Business and Computer Technology**
website creation and/or maintenance, social media (Facebook, Twitter, LinkedIn, etc.) data projects, etc.
- Leadership & Program Support Opportunities**
Provide a service (like a meal for volunteers or recruiting help), help organize a project, or lead an event
- General Office Assistance**
reception desks, answering telephones, email, filing, etc. short term and long term assignments
- Accounting and Tax Preparation (VITA)**
federal, state and local income taxes preparation; non-profits with tax concerns, annual audits, ledgers and accounts reconciliation, accounting software like QuickBooks
- Science and the Environment, Animal Care**
Pennsylvania Senior Environmental Corps (PASEC) stream water tests; clean up days; solar cars, Discovery Space, PAWS, etc.
- Food Banks, Nutrition and Combatting Isolation**
food banks, community and school meal programs, Meals on Wheels (meal prep and delivery), thrift stores (raise funds for on-profits), vegetable gardens (foodbank produce), phone calls to shut ins
- Medicare Hotline (APPRISE), Medical & Long Term Care Facilities**
Hospitals, nursing and personal care homes, Medicare telephone call center
- Driving**
food banks, produce, Meals on Wheels deliveries, Disabled American Veterans (Centre County to Altoona)
- Disaster Services/Blood Drive (American Red Cross)**
disaster events (local fires or national), disaster preparedness, blood drives, veterans services
- Veterans & Military Family**
Coupon collection (Troopons) for active military families, quilting, crocheting, knitting, DAV Transport (rides scheduler)
- Writing Letters, Special Projects, Festivals & Short Term Group Projects, Community & Cultural Programs**
Exchange letters with children. Join a group of RSVP volunteers for Day of Caring, Special Olympics, Toys for Tots, Festival of the Trees, Trash to Treasure, and many other single day events. Assist with festivals like children's fairs, 4th Fest, and Jazz PA. Serve at flu clinics and blood pressure screenings. Receive notice when community historical and cultural activities are requesting assistance.

Please add any additional skills or information you would like us to consider:

RSVP OFFICE USE ONLY Interview Date: _____ Interviewer: _____

Interview Notes: _____

Placement: _____