

# Volunteer Agreement



ROMAN CATHOLIC  
**DIOCESE**  
*of Calgary*

Dated as of the \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 202\_

## VOLUNTEER AGREEMENT

### BETWEEN

St. Martha's Parish

of the

Roman Catholic Bishop of the Diocese of Calgary

(hereinafter referred to as "the Parish")

- and -

**VOLUNTEER NAME:** \_\_\_\_\_

ADDRESS

(hereinafter referred to as "you").

1. I, \_\_\_\_\_, of my own free will, hereby acknowledge and agree that I am offering my services to St. Martha's Parish as a volunteer and not as an employee. If selected as a volunteer, my services will be provided free of charge and I will not accept, nor will the Parish offer, any remuneration for my volunteer services. I have not been promised or offered employment in the future.
2. The Parish acknowledges and agrees that I am free to terminate my volunteer services at any time, without notice to the Parish. I also acknowledge and agree that the Parish may terminate my volunteer services at any time without providing me with any notice or compensation.
3. I acknowledge and agree that any volunteer services I provide to the Parish will not be used for personal or business gain nor to grant special privileges to others.
4. **(Only for High Risk Ministries)** I acknowledge that my volunteer position with the Parish is contingent upon maintaining satisfactory clearances as per Diocesan policy which includes the requirement that all volunteers of the Diocese, provide a Vulnerable Sector-Police Information

Check (VSPIC) or Police Information Check (PIC) as determined by position. I understand that a satisfactory VSPIC must be received prior to engaging in any work with minors and/or vulnerable adults. In addition, if my volunteer position requires overnight stays or transporting others, I understand that I will also be required to provide additional clearances (e.g. Driver's Abstract). I agree to fully cooperate in obtaining all required clearances and to execute any consents required to obtain the clearances. All Background screening will be conducted in accordance with Diocesan policy and must be renewed as per Diocesan policy. The Diocese will reimburse the cost of obtaining these original documents.

5. I acknowledge and agree that if I use my personal vehicle(s) for volunteer purposes, I shall ensure my personal vehicle(s) automobile insurance coverage is acceptable to the Parish and adequately covers the volunteer activities I may perform. I agree to provide proof of such coverage to the Parish, upon request. The Parish has the sole discretion whether to reimburse me on a per kilometre basis when I use my personal vehicle in performing my volunteer duties.
  
6. I acknowledge that the Parish has reviewed its policies with me related to volunteers, conduct and behaviour, confidentiality, conflicts of interest, personal information protection, email and Internet use, and health and safety. I also acknowledge that the Parish has provided me with orientation and training suitable for the volunteer role which I have been assigned and tasks I will perform. I agree to provide services in accordance with these policies to the best of my ability and accordance with the Diocese of Calgary Model Code of Conduct and Agreement to the Model Code of Conduct.

\_\_\_\_\_  
Volunteer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Volunteer Screening Coordinator/  
Designated Parish/Diocesan Representative

\_\_\_\_\_  
Date