Volunteer Application

City of Sierra Madre
Community & Personnel Services Department
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
(626) 355-5278
www.cityofsierramadre.com

PERSONAL INFORMATION

NAME (LAST, FIRST MI)	DATE

ADDRESS

CITY	STATE	ZIP CODE

EMPLOYER	TITLE

HOME PHONE	BUSINESS PHONE

EMAIL ADDRESS

VOLUNTEER INTERESTS

VOLUNTEER POSITION FOR WHICH YOU ARE APPLYING

STATEMENT OF INTEREST

BACKGROUND

HIGH SCHOOL	CITY, STATE

COLLEGE	CITY, STATE

DEGREE	MAJOR

PROFESSIONAL ORGANIZATIONS

QUALIFICATIONS

You are invited to attach supplemental information.

I declare that all answers and statements in this application are true and complete to the best of my knowledge.

VOLUNTEER SIGNATURE _____ **DATE** _____

VOLUNTEER NAME	DATE

VOLUNTEER WAIVER

I acknowledge that I have volunteered to perform the volunteer services for the City of Sierra Madre, as specified on the attached application form, to the best of my ability and in a professional manner. I understand I will not be paid for my time or services, I acknowledge that I am not an employee of the City of Sierra Madre, and I may not represent myself as anything other than a volunteer for the City of Sierra Madre.

I acknowledge that as a volunteer I must follow City policies prohibiting discrimination and harassment, be courteous with the public, maintain and exhibit a neat and clean appearance. I understand that in the course of my volunteer work I may obtain or be presented with confidential information. I agree to keep confidential any knowledge I may have relating to any confidential information of any kind. I acknowledge that all documents and other material generated by me as a volunteer are property of the City. If problems arise regarding my schedule or ability to perform services, I will notify the designated City employee as soon as possible.

I acknowledge that as a volunteer I will perform service for the City for civic, charitable, or humanitarian reasons, and without promise, expectation, or receipt of compensation for services rendered. I acknowledge that I serve at-will and at the pleasure of the City Manager, I do not acquire any right or interest, including but not limited to any property right or interest, in the assignment, position, or task, and I may be terminated from the assignment, position, or task with the City at any time, without notice, without cause, and without appeal.

I acknowledge that as a volunteer I have no authority to bind the City and will not make any representations that I am an employee or agent of the City, and that any business cards issued to me are for the purpose of identification only. I understand that only authorized employees of the City of Sierra Madre are allowed to make statements to the media, and I agree not to make any statements to the media concerning information I have obtained during, or as a result of my volunteer work. I agree not to access or use any resources, including but not limited to letterhead, business cards, or electronic equipment, of the City of Sierra Madre, for unauthorized purposes.

I acknowledge that as a volunteer if I am required to drive either my personal vehicle or a City-leased or owned vehicle for the performance of volunteer services, I must provide proof of insurance and follow the City's vehicle policies, and if I am involved in a non-injury or injury motor vehicle accident while performing volunteer services, I shall report the accident to the City.

I acknowledge that the City's worker's compensation policy and public liability insurance apply to me while I perform authorized volunteer services and that I must report to the City all injuries to me occurring during the performance of such services.

In consideration for the City providing the above benefits, I hereby release the City of Sierra Madre, its Councilmembers, officers, agents, and employees from any liability or obligation, including any attorneys fees, arising from, relating to, resulting from, or in connection with the my volunteer assignment, position, or task with the City of Sierra Madre, including, without limitation, the termination of that assignment, position, or task.

I have read the above statement and I understand it. I have obtained any legal advice I desire prior to signing this document, and I sign this document freely and voluntarily.

VOLUNTEER SIGNATURE	**DATE**
PARENT SIGNATURE	**DATE**

Parent signature only required if volunteer is under 18 years of age

ACKNOWLEDGED ON BEHALF OF THE CITY OF SIERRA MADRE (FOR CITY USE ONLY)

SIGNATURE	DATE

PRINTED NAME	TITLE