

Kostopulos Dream Foundation

Volunteer Application-*Volunteer to Inspire*

*The Kostopulos Dream Foundation is a nonprofit agency that operates year-round programming to support the recreation and leisure needs of people with disabilities. Sustaining quality activities is one of our primary goals at Kostopulos Dream Foundation and we can only do this with continued volunteer support. Besides summer camp, Camp Kostopulos, we offer after-school, teen and adult community based programs year-round. Volunteers are needed in all these areas along with special event assistance, maintenance/grounds work and office tasks. The Kostopulos Dream Foundation welcomes volunteers who have no history of criminal activity and reserves the right to investigate the criminal background of all applicants. Volunteers must be **14 years old**, or accompanied by a parent or group leader to assist in our programs.*

PROCEDURAL GUIDELINES

As a volunteer, by signing below I agree to abide by the rules, policies, and practices set forth by the Kostopulos Dream Foundation/Camp Kostopulos either verbally or in writing. I will behave in a responsible manner consistent with the mission of the Kostopulos Dream Foundation especially as it relates to the safety and well being of the participants, staff, and/or volunteers. Appropriate manners, language and physical presence will be displayed at all times.

As the Kostopulos Dream Foundation is a charitable organization it is critical that everyone assisting the organization strives to maintain the facility and grounds, vehicles, equipment and supplies by utilizing them with care and prudence, keeping in mind the importance of not being wasteful or doing anything that reduces their normal life expectancy or quality.

The rules, policies, and practices are outlined within the Kostopulos Dream Foundation Employee Manual. Volunteers should refer to the list below as a review of the most important rules to be followed. Failure to do so will result in termination of the volunteer. Please note that this is not an exhaustive listing, but have been identified as important for volunteers to be aware of prior to volunteering with our agency. Please carefully review the following list, sign the form, and return it as soon as possible.

VOLUNTEER GUIDELINES

1. No visitors are allowed during service hours unless prior approval is received by the administrative staff. All volunteers and visitors must check in at the office before starting each day of service.
2. No alcoholic beverages or non-prescription drugs are allowed on Camp K property. This will be strictly enforced. In accordance with the spirit of the policy, no one shall present on camp property in an intoxicated state or be under the influence of illegal drugs. Abuse of prescription drugs is included in this policy standard. Any volunteer prescription medication will need to be checked in with the camp nurse or administrative staff upon arrival, and may not be carried with the volunteer.
3. Sexual relationships between volunteers or staff and participants will not be allowed.
4. Personal use of camp property, equipment, and supplies is not allowed without prior approval of administrative staff. Any and all use of camp property will be the sole responsibility of the party using said property. Damages or loss will be the financial responsibility of the user and paid for upon demand from the executive director or officers of the board of directors
5. Smoking will be allowed only in designated areas and always out of sight of the participants. Smoking is **NOT** allowed in any of the buildings, vehicles, around any ignitable vegetation. Smoking is not allowed in tents. All smoking refuse will be controlled and disposed of in appropriate containers that will not pose a fire hazard.
6. No pets are allowed on camp property without prior permission from the executive director.
7. Appropriate dress is important to maintain a professional image for Camp K. Clothing should be well kept and clean. Offensive slogans or clothing styles will be determined by the administration, and will not be allowed. Shoes must be worn at all times when not at pool area.

8. Volunteers should make all attempts to abide by the time schedule they have worked out with the volunteer coordinator. Volunteers should call the week prior to their attendance to notify the coordinator of their plans. We do not require a specific time commitment for volunteers, but please keep to the schedule you have made. Any cancellations should be made at least 24 hours in advance.
9. Telephones are not for personal use during business hours. If telephone use is needed, please ask the office administrator for permission.
10. No participants are allowed to ride in personal vehicles of staff or volunteers. Exceptions may be made for emergencies.
- 11. No volunteer should be alone with any participant. In order to protect the volunteers and participants, no volunteers should assist the participants in the restroom, or cabins. Exceptions to this will only be made by the administration on a case by case basis. Volunteers should notify staff if any participant physical needs should be attended to. The main volunteer focus relates to camp activities, and all personal care is the responsibility of the counselors.**
- 12. No participant should be left unsupervised by staff or volunteers. If a volunteer sees a participant leaving the area, please notify a staff member.**
- 13. Any discipline matters should be handled by a staff member. If a volunteer is having difficulty working with a participant, he/she should notify a staff member.**
14. Please remain with the camper group to which you are assigned. Please notify a staff member if you need to leave the group.
- 15. If an emergency situation does arise, follow the paid staff's directions. There is a specific set of steps to follow in the event of an emergency, and the employee manual contains further direction and procedures.**
16. All volunteers are expected to work within the mission and policies of the Kostopulos Dream Foundation. No volunteer should be a distraction to the campers. Any volunteer that interferes with the camper's activities violates camp rules, or acts in a manner that the administration deems inappropriate will be asked to leave.

The rules and policies of Camp Kostopulos are in place to provide for a safe and orderly environment for campers and staff members. If there are questions in regard to the policies, volunteers are advised to speak with camp directors in person for clarification.

INSURANCE WAIVER AND RELEASE OF LIABILITY

As a volunteer in programs at the Kostopulos Dream Foundation, I and/or the minor participant, the undersigned:

1. Agree to inspect all equipment and facilities to be used and, if I believe the equipment to be unsafe, I will notify the staff of the Kostopulos Dream Foundation of such conditions and refuse to participate.
2. Acknowledge and fully understand that I and/or the minor participant will be engaging in activities involving a risk of serious injury, including permanent disability and death, and severs social and economic losses which might result from my own actions, inaction or negligence of others, rules of play or the condition of the premises or any equipment used. I also acknowledge and understand that there may be other risks unknown to me at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability, or death.
4. Release, waive, discharge and promise not to sue the Kostopulos Dream Foundation, Camp Kostopulos Inc., its representative administrators, directors, activity leaders, counselors, and other employees of the organization, other participants and volunteers, and their heirs from demands, losses or damages on account of injury, including death or damage to property, caused or alleged to be caused in whole or in part by the negligence of the releaser or otherwise.
5. Grant permission to be recorded or photographed for the promotion of the Kostopulos Dream Foundation and/or the United Way of Salt Lake.

