

Work Group Volunteer Agreement



On the following pages are a Photo Release Form, Social Media Policy, Liability Waiver, Confidentiality Agreement, and an acknowledgement form that you have received the Deep Roots Volunteer Handbook. Please fill these out and return to the Volunteer Coordinator at your earliest convenience. Thank you!

Photo Release Form

As a volunteer Work Group of Deep Roots, Inc., we _____ :
Group Name

- Do not allow our picture to be used for any purpose.
- Allow our picture to be used for Deep Roots, Inc. materials. (Website, social media, Newsletter, etc.)

Social Media Policy

As we do not have release forms for all of our residents, and some come from extraneous situations where they do not want to be found, we respectfully ask you to refrain from taking pictures of the residents, adults, and children, without first consulting with Deep Roots staff.

Lead Volunteer Signature: _____

Date: _____

Liability Waiver

The following signature indicates that you, a volunteer Work Group of Deep Roots, Inc., relieve Deep Roots, Inc., Deep Roots participants, Deep Roots staff, and other Deep Roots volunteers from all liabilities in the event of any injury, illness, or death incurred during Deep Roots related activities.

Lead Volunteer Signature: _____

Date: _____

Confidentiality Agreement

We, the undersigned, in consideration of our participation as a volunteer Work Group with Deep Roots, hereby agree to the following Confidentiality Agreement.

We understand that we may be given access to confidential and / or proprietary information to the extent necessary in order to perform appointed volunteer duties with Deep Roots. We shall not, at any time either during or subsequent to this participation with Deep Roots, make unauthorized disclosures or unauthorized use of any information that is considered to be proprietary or confidential by Deep Roots. Proprietary information includes, but is not limited to, all information, data, reports, analyses, processes, know-how, designs, plans, marketing data, business plans and strategies, negotiations and contracts, research, and volunteer, donor or vendor lists, compilations, trade secrets, and confidential information,

whether in written, oral, or electronic form. Confidential information includes, but is not limited to, any personal information of any Deep Roots employee, board member, program participant, volunteer, agency partner, or donor, whether in written, oral, or electronic form.

All employer records and information relating to Deep Roots or its volunteers, board members, program participants, agency partners, and donors are confidential and We will treat all matters accordingly. This includes any information protected under any applicable state or federal privacy law. No Deep Roots-related information, including without limitation, documents, notes, files, records, oral information, computer files, or similar materials (except in the ordinary course of performing duties on behalf of Deep Roots) may be removed from Deep Roots premises without permission from Deep Roots staff. Additionally, the contents of Deep Roots' records or information otherwise obtained in regard to business may not be disclosed to anyone, except where required for an authorized business purpose and / or required by law. We will not disclose any confidential information, purposefully or inadvertently (through casual conversation), to any unauthorized person inside or outside of Deep Roots. If we are unsure about the confidential nature of specific information, or whether specific information may be protected under state or federal law, we will ask the Deep Roots staff member supervising my actions as a project for clarification before disclosing the information.

Proprietary information and trade secrets are created at substantial cost and expense to Deep Roots. Unauthorized use or disclosure of confidential or proprietary information would cause irreparable injury to Deep Roots. I agree that monetary damages would not be a sufficient remedy for any breach of this agreement by me, and that, in addition to all other remedies, Deep Roots shall be entitled to seek (a) specific performance and (b) injunctive or other equitable relief as a remedy for any such breach, and I further agree to waive any requirement for any bond in connection with such remedy.

When we cease our participation as a volunteer Work Group with Deep Roots, we will return all Deep Roots-related information and property that we have in our possession, including without limitation documents, files, records, manuals, information stored on a personal computer, personal data assistant or computer disk, supplies, and equipment or office supplies.

Lead Volunteer Name (Printed): _____

Lead Volunteer Signature: _____

Date: _____

Staff Signature: _____

Date: _____

We, _____, acknowledge that we have received a copy of the Volunteer Handbook and agree to abide by the guidelines within.

Lead Volunteer Signature: _____

Date: _____

