



## By submitting this Volunteer Declaration Form, I confirm that:

1. **I understand** that as a participant of the *Connecting with Cultural Heritage* volunteer program, my program activities are governed by the *KAM Volunteer Policy* (while I am an active participant) and that I can ask for a copy of this policy.
2. **I understand** that I may be dismissed from the *Connecting with Cultural Heritage* volunteer program if I undertake any actions or behaviours that contravene the KAM Volunteer Policy, according to the dismissal procedures outlined in this policy.
3. **I understand** that KAM will compile my Volunteer Profile/Applicant File and my Record of Training, and share this information with potential volunteer host sites, registered with the Connecting with Cultural Heritage volunteer program.
4. **I understand** that KAM will only share my Volunteer Profile/Applicant File and my Record of Training with the host sites I select as my preferred volunteer locations.
5. **I understand** that once KAM transfers applicant files to the host site/organization, it is the responsibility of the host to review, contact, and screen my volunteer application, and if appropriate, offer me a volunteer position.
6. **I understand** that when accepting a volunteer position at a host site, all management, scheduling, supervision, and additional training, resignation or termination processes, is the responsibility of the host site/organizations, and that I will be discharged from the *Connecting with Cultural Heritage* Program.
7. **I understand** that if a host site is unable to offer me a volunteer position, I will remain in the *Connecting with Cultural Heritage* volunteer program and KAM staff will continue to assist in my finding a suitable placement, until such time as I find a placement or I leave (resign from) the program.
8. **I understand** that as a volunteer position at a host site, I am required to abide by all host site policies and procedures regarding site operations and that I can request copies of these policies.
9. **I understand** that as a volunteer that it is my responsibility not to do anything to compromise my safety, or the safety of others.
10. **I understand** that KAM supports the *Canadian Code of Volunteer Involvement* and the *Decent Work Charter* through the *Connecting to Cultural Heritage* program to facilitate high quality volunteer experiences and promote best practices in support of volunteer engagement.



11. **Accordingly, I understand** that under the *Canadian Code of Volunteer Involvement*:

a. **Volunteers have rights** -

- Charitable and non-profit organizations recognize that volunteers are a vital human resource and will commit the appropriate infrastructure to support volunteer involvement.
- The organization's practices ensure effective volunteer involvement.
- The organization provides a safe and supportive environment for volunteers.

b. **Volunteers have responsibilities** –

- Volunteers make a commitment and are accountable to the organization.
- Volunteers will act with respect for the cause, the stakeholders, the organization and the community.
- Volunteers carry out their involvement responsibly and with integrity.

<b>Name</b>	
<b>Date</b>	
<b>Signature</b>	