



NATIONALHISPANICINSTITUTE

## 2017 Volunteer Agreement and Release of Liability

### Volunteer's Role

Volunteers of the National Hispanic Institute (NHI) act as administrative support staff, student mentors and above all, public representatives of NHI at programs, training sessions, and events. All official volunteers must undergo a full background check and certification training on NHI policies, procedures, educational and training philosophy, and volunteer duties. NHI retains the right to terminate the relationship with an official Volunteer because of but not limited to: (a) engaging in conduct constituting moral turpitude, (b) being arrested for or charged with criminal conduct, (c) engaging in underage consumption of alcoholic beverages, illicit and illegal drug use, and abuse of alcohol; (d) engaging in conduct that endangers NHI or that is against the best interests of NHI; (e) inappropriate romantic relationships, whether intimate, sexual, and/or any other type of amorous encounter or relationship; (f) sexual and discriminatory harassment; or (g) for any reason that NHI determines as a proper reason for termination.

(Initial here required)

### Volunteer's Rights

NHI underwrites the room and board for all official volunteers at all summer program sites. Volunteers are responsible for their travel expenses to and from the destination city. Volunteers must also provide their own transportation to and from local airports, bus stations, and program sites, and/or make arrangements with other Volunteers prior to attending. As key members of NHI and in recognition of their dedication and commitment, Volunteers are afforded the opportunity to undergo exclusive staff and curriculum training by senior NHI trainers, designated agents, and executive staff. Only official NHI volunteers are covered under the organization's camp insurance.

(Initial here required)

### Volunteer's Conduct and Professionalism

Volunteers agree to maintain strictly professional relationships with all individuals at program sites, training sessions, and events, including student participants, fellow Volunteers, NHI staff, and event facilities staff. Volunteer staff is assigned to supervise student participants throughout the program and therefore, are not permitted to leave campus other than for official NHI off-campus events, once the program has commenced.

Volunteers agree to dress professionally at all NHI programs and events. Collared shirts or blouses, dress pants, knee-length skirts, ties and jackets constitute appropriate business attire. Shirts with thin straps or strapless shirts are not permitted. Appropriate casual clothing may be worn during free time and informal training events.

Volunteers agree to be aware of personal conduct at all times. Inappropriate conduct, inappropriate language, romantic relationships, and other unacceptable behaviors are not allowed. Any form of sexual conduct and use of illegal drugs or alcohol by volunteers constitutes grounds for IMMEDIATE removal from NHI programs. This may also lead to membership and/or official volunteer suspension or revocation by the organization's governing body.

(Initial here required)

### Volunteer's Agreement to Take All State-Required Tests and File Forms Required by the University Host

Some universities require certification training to prevent sexual harassment or separate forms to sign to maintain compliance with their respective institutions and/or state laws. The undersigned volunteer agrees to complete these forms if asked by NHI, the host institution or state/federal law.

(Initial here required)

### Volunteer Processing/Certification Fee – \$40.00\*

This fee underwrites the annual certification, training, certificate, background checks, university forms, and camp liability insurance coverage for volunteers acting on behalf of the National Hispanic Institute. This fee is only charged one time and is good for 2017 programs. This fee does not pertain to: Parent Chaperones, Head Coaches, On-site directors, Secretaries of State, Educational

Directors, NHI contractors, NHI employees, NHI Board Members, or Special Guests.

*\*Volunteers at the **Northeast Great Debate** do **not** need to pay NHI. Due to strict requirements by Villanova University for background checks, NE GD volunteers are asked to submit amounts directly the Federal Criminal History Record Information (\$27.00); Pennsylvania State Police Access to Criminal History (PATCH) (\$10.00); Pennsylvania Department of Public Welfare Child Abuse History Clearance (\$10.00)." NHI will reimburse volunteers \$7 of these funds, as it exceeds NHI's \$40 certification fee.*

*\*Volunteers at the **International Collegiate World Series** need to complete a Clearinghouse FBI Level 2 Screening in order to be cleared through the State of Florida's summer camps system. As a result, you will be directed to complete an FBI Level 2 Screening which may cost anywhere up to \$70.00.*

**(Initial here required)**

**Volunteer's Agreement to Protect NHI Property**

As recipients of exclusive NHI staff and curriculum training, Volunteers agree to keep training curriculum, materials, logos, and program concepts as intellectual property of NHI. Volunteers shall maintain in the strictest confidence any information, written and expressed, disclosed or received through NHI program training and shall only disclose and distribute information and material to those employers, organizations, individuals, and NHI-authorized students.

Volunteers agree not to replicate, attempt to replicate, or create programs similar to that of NHI. Use of NHI material outside the boundaries of sanctioned NHI activities, shall be considered a violation of the Volunteer agreement and shall entitle NHI to pursue legal action.

This agreement sets forth the understanding between parties, as to the subject matter hereof. No modification, amendments, or supplements to this agreement shall be effective for any purpose unless in writing, signed by the Volunteer in question and an authorized representative of NHI.

**(Initial here required)**

**Volunteer Release from Liability**

In consideration of the privilege of serving as a volunteer of NHI, you release NHI, its directors, employees and lead volunteers from any and all claims, demands and liabilities for property damage, personal injury and/or death to you or to your property, arising from your volunteer activities with NHI. You also agree not to sue, or to commence any legal action, complaint, or charge against NHI, its directors, employees and lead volunteers regarding any matter covered by this Volunteer Agreement and Release of Liability. In addition, you agree that NHI shall have the unrestricted right to publish any videotape or photographic image of you for any commercial, educational, research, and training purposes including publication, commercial advertising and promotions of every description.

**(Initial here required)**

**Volunteer Emergency Health Care Authorization**

In case of an injury or illness, whether real or suspected, during your volunteer service by NHI, you authorize and give permission to take you or arrange for emergency transportation to a doctor or hospital for medical diagnosis or treatment, including but not limited to emergency surgery or medication, and you assume the responsibility of all related fees and expenses arising there from.

By signing below, you acknowledge that you have carefully read this Volunteer Agreement and Release of Liability, and agree with its terms as binding on you, your heirs, legal representatives, successors and assigns. If you are under 18, you also must obtain the consent, agreement and release of a parent/guardian who is legally responsible for you as reflected below.

First Name \_\_\_\_\_  
\_\_\_\_\_ M.I. \_\_\_\_\_ Last Name(s) \_\_\_\_\_

Home Address \_\_\_\_\_ High School \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Country \_\_\_\_\_ Date of birth (mm/dd/yyyy) \_\_\_\_\_

Cell Phone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Will you be enrolled in college in 2017? Yes \_\_\_\_\_ No \_\_\_\_\_ If "yes" where? \_\_\_\_\_

I, \_\_\_\_\_ (Print Name)  
certify to the best of my knowledge and ability that the information provided above is true and correct in every respect.

**Signature of Volunteer** \_\_\_\_\_ **Date (mm/dd/yyyy)** \_\_\_\_\_

**PROGRAM ATTENDANCE:** Which program(s) will you attend (check and circle all that apply below)?

- \_\_\_\_\_ Great Debate (4-Day: Texas Great Debate, Texas Ambassador Great Debate)  
**For 4-day GD, what region?** \_\_\_\_\_
- \_\_\_\_\_ Great Debate (6-Day: Texas Star Great Debate, Midwest Great Debate, Northeast Great Debate)
- \_\_\_\_\_ LDZ (California LDZ, Colorado LDZ, LDZ Las Americas, National LDZ, New York LDZ, Texas LDZ)
- \_\_\_\_\_ CWS (Northeast CWS, International CWS, Texas CWS)
- \_\_\_\_\_ Celebración 2017 – Dallas, Texas
- \_\_\_\_\_ Other (Describe here: \_\_\_\_\_)

**ROLES:** At the programs listed above, I will be a (circle all that apply):  
Great Debate roles: Parent Chaperone, Project Administrator, Head Coach, JFL Fellow, Educational Director, On-site Director, and Local Volunteer  
LDZ roles: Senior Counselor, Junior Counselor, Educational Director, On-site Director, SOS/ASOS (LDZ), Parent Chaperone.  
CWS roles: Education Director, Commissioner, Umpire/Senior Mentor, University Coach.  
Celebración 2017: Volunteer Staff, NHI Alumni, Educational Director, On-site Director, Event Coordinator.  
Other (weekend training sessions, etc.-Describe here): \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

I am 18 years of age or older: \_\_\_\_\_ YES \_\_\_\_\_ NO (If “no”, the following below **MUST** be completed)

I, the undersigned parent/guardian of a volunteer under the age of 18 years, consent to the participation of the minor child identified above as a volunteer with NHI. My signature indicates that I have fully read this document, am legally responsible for the child identified and am qualified to sign this agreement. I hereby consent and agree to the terms of this Agreement and Release of Liability on behalf of my child/guardian and agree that it shall be binding upon me, my heirs, legal representatives and assigns.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Parent/Guardian Name** \_\_\_\_\_



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### 2017 Volunteer Authorization for Background Check

\*Organization requirement for any official NHI volunteer at least 18 years old at the time of volunteering\*

(Please read and sign this form in the space provided below. Your written authorization is necessary for completion of the staff application process.)

I, \_\_\_\_\_, hereby authorize the National Hispanic Institute Inc. (NHI), a private, Texas not for profit corporation to investigate my background and qualifications for purposes of evaluating whether I am qualified for the volunteer position for which I am interested in. I understand that NHI will utilize an outside firm or firms to assist it in checking such information, and I specifically authorize such an investigation by information services and outside entities of the company’s choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and I will not be considered to volunteer for the National Hispanic Institute.

PRINT FULL LEGAL NAME: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

DATE OF BIRTH (Mm/dd/yyyy): \_\_\_\_\_

**SOCIAL SECURITY # (required by those who are 18 or older by August 31, 2017):** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

WHICH PROGRAM(S) ARE YOU VOLUNTEERING FOR? (Circle all that apply)

- \_\_\_\_\_ **4-Day Great Debate** (Texas Great Debate, Texas Ambassador Great Debate)
- \_\_\_\_\_ **6-Day Great Debate** (Texas Star Great Debate, Midwest Great Debate, Northeast Great Debate)
- \_\_\_\_\_ **LDZ** (California LDZ, Colorado LDZ, LDZ Las Americas, National LDZ, New York LDZ, Texas LDZ)
- \_\_\_\_\_ **Collegiate World Series** (International CWS, Northeast CWS, Texas CWS)
- \_\_\_\_\_ **Celebración 2017**
- \_\_\_\_\_ Other (Describe here: \_\_\_\_\_)

**Return this document as follows:**

volunteer@nhimail.com

**National Hispanic Institute**

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**Phone** – 512-357-6137 **Fax** – 512-357-2206