

The Center of the World Festival  
Volunteer Application Form

Please complete this form in as much detail as possible and return it together with your CV resume to:

California Family Counseling Network, Inc.  
P.O. Box 1929  
Frazier Park, CA 93225-1929

Full Name:

\_\_\_\_\_

Street

Address: \_\_\_\_\_

City, State, Zip:

\_\_\_\_\_

Mailing Address:

\_\_\_\_\_

Tel #:

(Daytime): \_\_\_\_\_ (Night): \_\_\_\_\_

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E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Do You Certify That You Are 18 Years Of Age?: \_\_\_\_\_

(No volunteers are accepted under 18 years of age)

What length of placement are you looking for (give minimum and maximum if applicable) and how many hours would you like to commit per week?

I'd like to be a volunteer for \_\_\_\_\_ weeks/months.

I'd like to volunteer for a maximum of \_\_\_\_\_ hours per week.

I am available to volunteer from \_\_\_/\_\_\_/\_\_\_ until \_\_\_/\_\_\_/\_\_\_.

I can volunteer at the following times on the following days.

Please write in the times you are free each day. If the times you are free vary, please indicate which days are usually best for you.

Mondays:

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Tuesdays:

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Wednesdays:

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Thursdays:

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Fridays:

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Saturdays:

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Sundays:

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Why you would like to volunteer for this Festival and what you expect from it?

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Give details of your knowledge and skills of office administration:

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Give brief work and/or volunteering experience which meets needs of the Festival:

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Give brief educational details and other important qualifications:

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Is there any other relevant experience you wish to detail? (e.g., clubs, hobbies, special interests, arts activities, etc.):

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Do you have any medical conditions or require medication regimes about which you feel we should know, or which may affect your ability to perform the duties requested of volunteers?

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Please provide two personal references who can be emergency contact numbers as well for you:

#1

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_  
\_\_\_\_\_ State/Zip: \_\_\_\_\_

Tel #'s (Day): \_\_\_\_\_  
(Night): \_\_\_\_\_ (Cell): \_\_\_\_\_

#2

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_  
\_\_\_\_\_

Tel #'s (Day): \_\_\_\_\_  
(Night): \_\_\_\_\_ (Cell): \_\_\_\_\_

Please indicate the kind of volunteer work you are interested in performing.  
Please read descriptions in Volunteer Information Packet. Check all that apply.

- Administrative Assistance
- Assistant Workshop Facilitator
- Festival Marketing Team
- Festival Publicity Team
- Festival Hospitality Team
- Theatrical Stage and Recording Team
- Merchandise Sales Team
- Drivers & Site Maintenance
- Ticket Takers & Ushers
- Festival After-Party
- Statistical Survey Team
- Other: Please Describe:  
\_\_\_\_\_

Volunteer Agreement

In advance, WE THANK YOU! We express our deepest gratitude to you, the volunteers who make the Festival possible.

Volunteers are an important and valued part of CFCN's charitable programs. We hope that you enjoy volunteering with us.

This volunteer agreement has been prepared to clarify the reasonable expectations of both the volunteer and CFCN. We aim to be flexible, so please let us know if you would like to make any changes and we will do our best.

You have read and agreed to participate in one of the many volunteer openings described in the Volunteer Information Packet. You will receive a separate package regarding the suggested duties of your choice, including scheduled trainings, dress codes, and time factors.

In the training meetings, you will be apprised of the duty standards. You will be provided a contact person who will meet with you regularly to discuss your volunteering and any successes and problems.

All volunteers and staff are PROHIBITED from consuming alcohol, drugs, or participating in illegal conduct at any time during a scheduled shift. Failure to comply will result in immediate revocation of privileges and further volunteer opportunities.

Volunteers shall not bring alcoholic beverages or any illicit drug to the Festival and shall abide by California law pertaining to transportation or use of illegal substances. Failure to comply will result in immediate revocation of privileges and further volunteer opportunities.

CFCN is unable to pay your travel and/or room, meals, clothing, or other personal expenses incurred as a result of your volunteer duties. Volunteers shall be responsible for all of their own transportation and any other expenses incurred in connection with their duties on the Festival.

Volunteers shall not bring valuables to the Festival as the Festival and ground facilities cannot be responsible for lost or stolen belongings. CFCN is not responsible for volunteer's equipment, props, costumes, or personal belongings, or for equipment or other property lost, damaged, or stolen while performing volunteer duties at any site connected to the Festival.

Volunteer acknowledges that he/she may come in possession of exclusive property of CFCN, the Festival, or its agents, collaborators, or employees. This exclusive property may include: reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system

designs, computer code, or any other documents, drawings, videos, recordings, prepared or in the course of preparation by volunteer while engaged in the performance of those volunteer services set forth in this agreement.

Volunteer agrees that all such exclusive property materials shall be returned to CFCN upon completion, termination, or cancellation of volunteer services.

Volunteer agrees that he/she shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of volunteer's services under this agreement without the prior written consent of CFCN.

It is especially important that volunteer understand this property rights responsibility as the Festival will involve the legal copyrights of playwrights and performers. Breach of personal copyrights is not a covered liability, thus volunteer will become personally and legally liable for any criminal actions relating to violations of copyright laws and regulations.

Further, volunteer agrees to keep confidential all information, in whatever form, produced, observed or received by volunteer to the extent that such information is confidential by law.

Volunteer agrees to perform and discharge all obligations under any and all laws, whether existing now or in the future, in any way pertaining to the volunteer engagement.

Volunteer further agrees that they are cognizant of all the inherent dangers and risks involved in their volunteer duties, including bodily injury.

Volunteer hereby agrees to release, indemnify, and hold harmless CFCN, the Festival, its Board of Directors, officers, agents, collaborators, and employees from any and all liability, damage, claim of any nature whatsoever arising out of or in any way related to the volunteer's duties for the Festival.

Volunteer further understands that if volunteer is responsible for injuries to third parties or damages to their property while acting outside the scope of the assigned volunteer duties that said volunteer may be held personally liable for any monetary damages a court may award to the injured party.

It is further understood and agreed to by volunteer that any liability, arising out of the ordinary incidents that occur during the scope of the volunteer's services agreed to herein, shall apply only to the services provided to CFCN under this agreement. In no way do any of these provisions apply for the benefit of volunteer, his/her heirs, executors or administrators in any action arising out of

gross negligence, willful misconduct, or any other conduct on the part of said volunteer, which cause or may give rise to criminal liability.

Volunteer further agrees to notify CFCN immediately of any incident that occurs or may occur, within the knowledge of the volunteer, which may give rise to liability on the part of the volunteer or CFCN.

Volunteer further agrees that volunteer will fully cooperate with the charity and its agents in any investigation, lawsuit, arbitration, or any other legal or quasi-legal proceedings that arise from the matters covered by this agreement.

Volunteer agrees to be photographed or videotaped during any tasks performed for Festival (before, during, or after events), and grants a release for use of such photos or tapes for promotional purposes.

You agree that you have read, understood, and agree to the Health and Safety Policy, the Child Protection Procedures, and the Equal Opportunities Policy Statement and confidentiality requirements.

You agree to try to resolve fairly any problems, grievances and difficulties you may have while you volunteer with us. We agree to consult with you and keep you informed of possible changes.

You agree to help CFCN fulfill its mission and to perform your volunteering role to the best of your ability.

You agree to meet your chosen time commitments and to give reasonable notice if you are unavailable so other arrangements can be made.

You agree to provide references who may be contacted, and agree to an enhanced disclosure or police background check to be carried out when necessary.

To the extent that volunteer is not a citizen or permanent citizen of the United States, volunteer certifies that he/she has an appropriate visa status that authorizes the volunteer to be present in the United States and allows volunteer to participate in this volunteer experience.

Volunteer is not an agent of, or authorized to transact business, enter into agreements, or otherwise make commitments on behalf of the Festival or CFCN.

This agreement may be cancelled at any time at the discretion of either party, for any reason, with or without cause, and upon immediate notice, oral or

written, to the other party. Volunteer shall notify their supervisor of their decision, prior to their scheduled duties.

No offer of employment is offered nor accepted. This agreement does not reflect any sort of Employer/Employee relationship or agreement.

This agreement does not reflect any type of monetary contract, in any form whatsoever.

The volunteer is not an employee of CFCN nor any of its agents or collaborators, and volunteer is not entitled to receive salary, benefits, or other compensation. The volunteer understands that he/she does not qualify for workers' compensation benefits.

This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, shall be deemed to exist between the parties.

Signed on behalf of CFCN:

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CFCN Representative

Date

**DECLARATIONS:**

I understand and accept the terms of conditions of the Agreement as set out above.

I give permission to CFCN to obtain information regarding my previous volunteer and/or work experience.

I certify that the facts set forth in this Volunteer Application are true to the best of my knowledge.

I understand and agree that CFCN may refuse volunteer applications for any reason, and that I may not be told those reasons.

I understand that CFCN may terminate the volunteer relationship at any time with or without notice and with or without cause.



When I stop being a volunteer for CFCN for any reason, or upon CFCN's request at any time, I will promptly return all of the Charity's supplies, equipment, records, monies, and other items in my possession in good, clean condition.

I understand that I have the option of refusing to perform any work task which I feel may be unsafe or have the potential for personal harm, and that it is my responsibility to make such a determination.

I understand that CFCN provides limited accidental liability coverage to volunteers, but provides no other medical, retirement, or other types of insurance plans for volunteers. I agree to provide my own personal medical insurance to cover medical expenses for any medical problem which falls outside of this limited liability insurance coverage.

I understand that failure to comply with this Agreement and the aforementioned policies will result in discontinuation of my role as a volunteer.

Signed:

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Printed Name:

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Date: \_\_\_\_\_