

VOLUNTEER APPLICATION

Name: _____

Current Address (For How Long): _____ Telephone: _____

Previous Address (For How Long): _____

Date of Birth: _____

Sex: Male Female

Length of Anticipated Commitment: _____

Occupation: _____

Present Employer: _____

Type of volunteer work preferred and your reasons for wanting to volunteer:

Particular Qualifications/Skills:

Prior Experience as a Volunteer

Prior experience working with offenders and/or incarcerated individuals:

Previous Criminal Convictions (if any) and outstanding charges: Yes No

References (2 non-related persons) Please include full name, address, telephone number(s)

1. _____ 2. _____

VOLUNTEER GUIDELINES

1. Must be 19 years of age.
2. Must have a picture ID.
3. To participate in orientation training when said training is available.
4. Volunteer access to the institution will be determined by the Officer-In-Charge.
5. Volunteers must sign an agreement indicating that they will abide by the rules and regulations of the institution.
6. Relatives of an inmate may not serve as a volunteer in the facility where that inmate is confined.
7. Volunteers may be denied access to the institution for any of the following violations:
 - a) Unlawful conduct
 - b) Breach of institutional rules
 - c) Medical or emotional disorders
 - d) Inability to cooperate with staff
 - e) Breach of confidentiality
 - f) Erratic, unreliable attendance
 - g) Any activity that threatens the security or good order of the institution or the safety of the inmates, staff or other volunteers
 - h) The Officer-In-Charge at his/her discretion can deny access at any time.

8. Volunteers will be required to have a Criminal Records Screening Certificate completed prior to processing of the volunteer request.
9. Volunteer(s) give permission to the Department of Justice to contact the above-named references and if necessary, to make inquiries with the police authority to ascertain your suitability to volunteer within this setting.
10. A new Criminal Records Screening Certificate can be requested yearly.

VOLUNTEER AGREEMENT

I sincerely and truly declare that I will faithfully, honestly and impartially perform my duties as a Volunteer abiding by the rules and regulations of the institution.

I will disclose any information which may come to me in the performance of my duties as a Volunteer which represents a threat of harm to an individual, inmate, staff member or the public at large, to the Officer-In-Charge.

I acknowledge that I am not permitted to bring any item into the prison, or to bring any item out of the prison on behalf of any inmate without prior approval of the Officer-In Charge.

I acknowledge having read the Volunteer Guidelines and agree to honour each.

Signature

Date

- Completion of the Volunteer Application Form and Confidentiality does not guarantee acceptance into the program
- Please allow three (3) weeks for processing