



Training For Life, One Step At A Time

VOLUNTEER CONTRACT GUIDELINES FOR ADULT VOLUNTEERS

Just as we have asked students to adhere to certain rules and a code of appropriate conduct, we ask for your cooperation in following the guidelines listed below whenever you are representing Students Run Oakland, whether at a weekend run or in the community at large. Remember you are a mentor for the students and we want them to look up to you as a role model!

1. We do not allow consumption of alcoholic beverages or drugs at Students Run Oakland events. We will not allow anyone who has been drinking or taking any mind-altering substances to interact with students in weekend training runs or other Students Run Oakland events.
2. Volunteers must refrain from any language or behavior that may be interpreted as sexually suggestive. This includes, but is not limited to, explicit sexual advances or suggestions, inappropriate attire, inappropriate touching, or inappropriate conversation.
3. We will not tolerate any aggressive, insulting, threatening or violent behavior directed toward students, other volunteers or staff members at any SRO event.
4. Please be prompt. We require students to be on time, and you are their role model! In addition, many volunteers are involved in making this organization run smoothly, and each one has certain time restrictions. Therefore as a courtesy to others, do not volunteer your service when you are not certain that you can arrive on time at the designated location and remain until each student is safely dispatched. If you cannot be present for the entire event, please contact the Volunteer Coordinator beforehand to discuss whether we can accommodate your schedule at the event.
5. SRO provides transportation for the students to all SRO events. In the unlikely event that you are asked to assist with transporting students, you must have a valid driver's license and proof of insurance with you, and all students in the car must wear seatbelts and shoulder harnesses. If you are asked to drop off a student after a training run, plan to stay at the drop off site until you are completely sure that the student is safely home. Never drop off a student and leave him or her unattended after dark for any reason.
6. All volunteers are required to submit to a background check which consists of fingerprinting through a "Live Scan" fingerprinting operator who will submit the results to the State Department of Justice. SRO requires fingerprinting even if you have done so with another organization. SRO will provide assistance with the fingerprinting and will pass on the cost to the volunteers. Volunteers are not allowed to interact with students until they have completed the fingerprinting process. The \$20.00 fee for this service is passed on to the volunteers.



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7. Volunteers who wish to run with the students are expected to be present at least twice a month at the week-end runs, in order to form an on-going bond with the students. Please notify the Volunteer Coordinator if you will be absent for an extended period and/or will miss more than one or two runs in any given month.
8. SRO assumes no responsibility for injuries and/or medical expenses incurred by a volunteer at SRO events. Volunteers must maintain their own medical insurance.
9. We encourage you to recruit more volunteers! However, if you wish to bring a friend to a run, you must notify the Volunteer Coordinator in advance. All visitors are required to stay with the volunteer who invited him or her. There are no exceptions to this rule!
10. Volunteers are expected to act with respect and decency at all times, and to represent SRO in a positive manner. When you are participating at an SRO event, your behavior reflects on the reputation of the students and the organization. Volunteers should at all times behave in a manner of which SRO can be proud, and should represent SRO in the most positive way.
11. We encourage you to interact with and get to know the students during the weekend runs. However, if you start to develop a relationship with an SRO student outside the runs - e.g., meeting them for lunch, inviting them to your home, etc. - you must promptly notify the Volunteer Coordinator. Do not provide money or anything of value to an SRO student without first discussing the situation with the Volunteer Coordinator and/or the Executive Director. Please notify the Volunteer Coordinator promptly if you have any concerns regarding a situation that may put a student at risk.
12. Volunteers are responsible for most of their expenses when traveling to Los Angeles for the marathon. These include airfare, hotels and most of their meals. Further details will be provided as the season progresses..
13. Volunteers are expected to provide support in addition to running with the students by helping out with at least 1 weekend water-stop station per month and giving 2 - 4 hours of additional SRO support per month within other areas of the organization.
14. SRO encourages it's volunteers to support SRO in many ways, and in the case of planning an event that would benefit / give publicity to SRO, you will need to inform the Executive Director and Volunteer Coordinator in advance of the event. The same is expected when talking on behalf of SRO.
15. Volunteers are not allowed to have dogs or other pets accompany them during any SRO training events.
16. Please refrain from giving medical diagnoses to students. It s best to encourage them to directly discuss injury/health problems with the School or Weekend Captain/Executive Director. SRO will make sure that students get the proper treatment. If students need prescriptions such s Tylenol, or Advil, please send them to the Weekend Captain. Do not give medication yourself.



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17. No bicycles (except in SRO support capacity) , skate boards, baby joggers, roller / inline skates and music devices of any type are allowed at SRO events except with the express authorization of the Executive Director.
18. Volunteers should report to Week-end Captain / Executive Director / Volunteer Coordinator when you suspect that a student is suffering an injury. Please refrain from giving medical advice. You should encourage students to get appropriate diagnostic and treatment prescribed by a doctor.
19. By volunteering with SRO, you are agreeing to adhere to the program developed by this organization. In particular, you are agreeing to assist SRO in enforcing its rules and regulations concerning the students. We take those rules and regulations very seriously, and intend to uphold them for all students, regardless of the individual's personal circumstances. SRO welcomes and encourages your input regarding individual students or our program, but please be aware that final decisions regarding the students are made by the Executive Director, and volunteers are expected to fully uphold those decisions.
20. Volunteering your services is subject to compliance with the terms and conditions listed above. By signing this form, you acknowledge and agree that Students Run Oakland may terminate your services at any time should you fail to comply with the guidelines and rules established by Students Run Oakland.
21. SRO strongly recommends that volunteers get medical exams before participating. Your marathon training is your responsibility, but SRO will provide a training schedule to help prepare you for your marathon as you support the SRO students.



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I, _____ (name of the participant) know that running is a potentially hazardous activity. I hereby certify I am in good health, and I have trained to run the distance of any event at which I am providing volunteer services to SRO. I assume all risks associated with running this event, all risks being known and appreciated by me. Having read this waiver and knowing these facts and in consideration of your accepting my assistance as a volunteer with SRO, I, for myself and anyone entitled to act on my behalf, waive and release Students Run Oakland, its officers, directors, agents, volunteers and employees, all sponsors, their representatives and successors, from all claims or liabilities of any kind arising out of my participation in SRO events even though that liability may arise out of negligence or carelessness on the part of the persons or entities named in this waiver. I grant permission to SRO to use my photographs, motion pictures, recordings, videos or any other recording of this event for legitimate purpose.

I have read and agree to all the terms and conditions of the guidelines above.

(Print Name)

(Signature)

(Date)

Contact Information:

Address: _____

Phone: _____

Email: _____

For SRO Use Only:

Fingerprinted? Yes _____ No _____