



**Pretty Tough Womens Empowerment Co. Volunteer Registration Form**

Volunteer's Name (Please Print): \_\_\_\_\_

Tel. No.: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Volunteer start date (mm/yyyy): \_\_\_\_\_

Volunteer end date (mm/yyyy): \_\_\_\_\_

Emergency Contact Name/Tel. No.: \_\_\_\_\_

Emergency Contact Name/Tel. No.: \_\_\_\_\_

Volunteer Program/Event Name: \_\_\_\_\_

County and State where Volunteer will Perform Duties: \_\_\_\_\_



**As a Volunteer, I understand and agree to the following:**

1. I am volunteering to perform the volunteer duties for my personal benefit without promise or expectation of compensation, benefits, or future employment from Pretty Tough Womens Empowerment Co.
2. I understand that Pretty Tough Womens Empowerment and/or I may end my volunteer services at any time without further obligation one to the other, and without advance notice. I understand and agree that as a volunteer, I will not be acting as a Pretty Tough Womens Empowerment employee.
3. I will familiarize myself with and abide by all Pretty Tough Womens Empowerment bylaws, policies, including those regarding conduct, confidentiality, and safety. I agree to abide by all applicable rules and regulations of Pretty Tough Womens Empowerment and the units/buildings where I engage in volunteer activities.
4. I agree to cooperate with any screening and background checks required by Pretty Tough Womens Empowerment prior to my performance of any volunteer duties.



5. I understand that volunteers are not covered by workers' compensation insurance for injuries or illness resulting from their volunteer activities and are strongly encouraged to obtain their own medical insurance before participating in this structured volunteer program. I understand that Pretty Tough Womens Empowerment will not provide me with accident or medical insurance and is not responsible for any accident or medical expenses that I incur while volunteering.

6. My performance of the Volunteer Duties is purely voluntary, and I agree to assume all risk associated therewith. I do hereby release, waive, discharge and covenant not to sue Pretty Tough Womens Empowerment Co. and their members individually and their officers, directors, agents, trustees, board members, employees, volunteers, contractors, representatives, successors, and assigns, individually and in any capacity from all liability, loss, damage, costs, expenses, or claims resulting from or in connection with my volunteer status or duties, including personal injury, death, or damage to property arising out of my volunteer activities. I also agree to indemnify and hold Pretty Tough Womens Empowerment Co. harmless from all claims, demands, causes of action, actions, judgments or other liability including reasonable attorneys' fees arising out of, resulting from or in connection with my volunteer status or duties.

7. If I or anyone in my household is sick, I will refrain from volunteering for up to 14 days. I am aware that I must report any sickness or exposure, to my appropriate lead and/or founder [wooten.asha@prettytoughwe.com](mailto:wooten.asha@prettytoughwe.com)

8. In the case of an emergency or my absence I will report that immediately to my programs lead.

9. I understand if any of the situations occur listed below, it will be grounds for immediate dismissal:

- Willful violation of security or safety rules; negligence or any careless action, which endangers the life or safety of a girl or another adult.
- Being intoxicated or under the influence of controlled substance drugs while volunteering; use or possession or sale of controlled substance drugs in any quantity while conducting volunteer activities except medications prescribed by a physician, which do not impair volunteer performance.
- Unauthorized possession of firearms, weapons or explosives on program property or while conducting volunteer activities.
- Engaging in criminal conduct or acts of violence, or making threats of violence toward anyone, fighting or provoking a fight or negligent damage of property when representing Pretty Tough Womens Empowerment
- Insubordination or failing to obey instructions properly issued by your program/event Lead.
- Theft of agency property or the property of fellow volunteers and/or those we serve; unauthorized possession or removal of any agency property, including money and documents from the premises without prior permission from management; unauthorized use of agency equipment or property for personal reasons; using agency equipment for personal gain.
- Dishonesty, Breach of confidentiality of personal or health information.



- Inappropriate conduct in the program/event setting.
- Inappropriate behavior towards other colleagues or those we serve as defined by abuse or harassment policies or other organizational guidelines.
- Providing an unsatisfactory experience for those we are servicing.

10. I agree to allow staff and or members of Pretty Tough Womens Empowerment Co to call emergency services in the event that I have a medical emergency and my emergency contacts cannot be reached.

### **Event Volunteer:**

Pretty Tough Womens Empowerment holds regularly fundraising events. Having you apart our execution day of team is amazing! Event volunteers assist on the event day for set-up, guest assistance and registration or clean up. You will receive task-specific duties from various members of the event committee. As an event volunteer it is required to assist at least three (3) hours. Event volunteers will be able to attend the event for free. Depending on the event, you will receive a “volunteer” labeled shirt and/or badge. Event volunteers also have the opportunity to learn new skills from professionals, and meet others in the community, while supporting. Volunteers are required to sign in and sign out for documentation and safety purposes. It is important for event volunteers to be punctual, have organizational skills, be friendly; have strong communication skills, the ability to work in a fast-past and demanding environment; respond quickly to requests from Event Managers and Leads; ability to read and understand event diagrams; communicate directions and assignments to volunteers; ability to lift 20 lbs. Depending on the nature of the event, volunteers will not only be responsible in communicating and directing guest but also to roam event venue, collecting trash from bins that are at capacity, and/or keeping the event environment clean. Even though it is required to volunteer for at least three hours, you must have the ability to stand/walk for at least 4 hours. As an event volunteer please be alert to behavior that may cause a disruption to the enjoyment of the event and notify appropriate event managers, security, or law enforcement of any potential issues. You are provided with 15 minute breaks and time must be documented on sign in/out sheet.

### **Program Volunteer:**

- **Summer Youth Program:**

You'll serve as a partner and role model to young girls. You will also work closely with either the founder, board member, or committee member. There will always be a set girl-to-volunteer



ratio for safety purposes. You will have the opportunity to share your knowledge, experience, and skills with a positive and flexible approach. Personality, respect, and patience is key! You will assist in organizing fun, interactive, girl-led activities that address relevant issues and match girls' interests and needs. It is important to maintain a close connection with your programs Lead, as activities or plans may change day of, and It's important to present as a united front in front of the girls. You are responsible for facilitating a safe environment for the girls. We understand that it is summer, you are allowed to dress comfortable, but it's mandated to dress appropriately. Hats and t-shirts with political views or harmful logos are not permitted. Understand you are responsible for the safety of the girls and that a safety plan should be put into place. Volunteering for our summer youth program, it is required to be present for the entire duration of the program, which is usually 7-14 days.

- **Fresh Air Program:**

After registration it may take up to three weeks to receive your safety jacket, volunteer badge, and cleaning supplies.

Fresh Air Program Volunteers are required to download and use the jobber app, take before and after pictures. Please understand that our clients are not allowed to ask you to complete any tasks, you are there to only complete the tasks assigned to you. There can only be 0-1 residents in the house for the duration of your cleaning, if there are more, please leave and report immediately. If you break anything inside of our client's home, it is mandatory to take a picture and report immediately. Clients are aware that all pets must remain secure at the time of your visit. If pets are not secured you have the right to leave and please report. You will be provided with all cleaning supplies EXCEPT a vacuum. Our clients are aware that they must provide a vacuum, if one is not provided, please make note of that inside the jobber app. You are not allowed to let in guest or other workers into the home for your safety. It is REQUIRED to always have a plus one (1) with you that is over the age of 18, this standard is put into place for your own safety. Do not enter anyone's home if you do not have a plus one with you. You are not allowed to climb higher than a step stool or lift any objects over 20 pounds. If there is severe weather in your area, please report one (1) hour before your set time so that we may notify our clients, and we will reschedule with you both. You will have a set time to be there and a set time to leave. DO NOT stay after you set time to leave, use your last 10 minutes to pack everything up.

- **Self-Care Saturday's**



As a self-care Saturday's volunteer, it is mandatory to volunteer at least 2 Saturdays out of the month to service our clients in your area. You are only required to service one (1) person minimum on the two (2) Saturdays you choose. Please be aware, we will not do any advertising for you other than listing your business on our website on the self-care Saturdays webpage. After we have cleared our clients safe, you will receive their contact information, it is your responsibility to add them unto your schedule where you see fit. We will never tell our clients to show up on any day or time. Once a client is scheduled, please notify us so that we may enter it into their file. You are required to take a before and after picture of the client for your safety, and to cover any false claims stating that you did not provide the service. You can either choose to travel to their destination or for them to come to you, we do not have power over what you are comfortable doing for your service. It is required that you provide a picture of your licensing to protect yourself. Please do not allow our clients to take advantage of your free services.

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**As a Volunteer, I understand and agree to the terms and conditions of this agreement.**

\*You will be provided with your programs or event Lead direct contact information via email.

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x Volunteer Signature:

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Date: