



Volunteer Agreement

1. By signing this agreement, I give consent to the St. Louis County Department of Justice Services to conduct a background investigation on me, including a criminal history check. The extent of this investigation is based on the volunteer position being applied for.
2. I agree to participate in and satisfactorily complete orientation and training arranged by the Volunteer Coordinator, and thoroughly read the Volunteer Handbook, before I will be allowed to participate in any volunteer activities.
3. I agree to follow and abide by all facility policies, procedures, rules and regulations.
4. I agree to present a professional image by dressing appropriately, and I will adhere to the Justice Services Dress Code as stated in the Volunteer Handbook.
5. I agree to follow the instructions given to me by Correctional staff.
6. I will require all inmates to follow the rules for inmate behavior and immediately report any inappropriate or disruptive behavior to Correctional staff.

7. I will not voluntarily give testimony on behalf of inmates in any court proceedings, including but not limited to sentencing and release hearings.
8. I will not take anything from an inmate out of the facility, including but not limited to mail or messages to friends, relatives, attorneys, judges, etc.
9. I will refrain from giving inmates identifying information about myself, such as, home address, email address, personal phone numbers, and/or place of employment, for my own safety and protection.
10. I will not bring any personal property, medication, food or drinks into the secure perimeter of the facility, unless prior approval has been given by the Volunteer Coordinator or Watch Commander.
11. I will contact the Volunteer Coordinator, in advance, for approval in order to bring any supplies or materials into the secure perimeter.
12. I understand that I am subject to a search at any time upon entering the facility, and a refusal to allow the search will result in not being admitted and may result in termination of volunteer status.
13. I will not take any property, equipment, or supplies out of the facility without permission from the Volunteer Coordinator.
14. I agree to contact the Volunteer Coordinator or, if not available, Correctional Staff, with as much notice as possible, if I cannot fulfill my commitment.
15. I understand that conditions within the facility may make it necessary to cancel volunteer programs, with very short notice, due to safety and security concerns.
16. I understand that I will not be allowed entrance to the facility to perform volunteer services, if I am intoxicated or under the influence of any controlled substance.

17. I understand that the Volunteer Coordinator, program staff or Facility Administrator may terminate my services as a volunteer, at any time for just cause.

18. I will inform the Volunteer Coordinator and Corrections staff of any requests or other solicitations from inmates.

The information contained in this agreement has been explained to me and I certify that I understand the contents. I agree to abide by the rules of conduct for volunteers contained in this agreement. I further acknowledge that I have received a copy of the St. Louis County Justice Services Volunteer Handbook.

I understand that any violation of rules, policy or procedures set forth, may result in suspension and/or termination of volunteer status.

I understand that I am volunteering at the St. Louis County Justice Center and that it is a Corrections Facility. I will utilize an abundance of caution in the performance of my duties and I will not hold the facility responsible for events or circumstances beyond reasonable control.

Printed Name of Volunteer

Signature of Volunteer

Date

Signature of Volunteer Coordinator

Date