



Box 220, 5016 Waghorn St
Blackfalds, AB T0M 0J0

M 403.885.6360

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volunteer@blackfalds.com

Volunteer Application

VOLUNTEER INFORMATION	
First Name	Last Name
Mailing Address	
Home Phone	Mobile Phone
Email Address	
Emergency Contact	Phone
Medical Concerns/Allergies (Dependent on volunteer commitment, snacks may be provided)	
Why Do You Want To Volunteer? (Optional)	
<input type="checkbox"/> Personal Satisfaction <input type="checkbox"/> Work Experience <input type="checkbox"/> Meet New People <input type="checkbox"/> Other	

DUTIES

As a volunteer you agree to diligently, efficiently and faithfully perform all duties assigned by the Town of Blackfalds staff in a confidential matter and adhere to the understanding that during the course of your volunteering you will have access to personal information about staff and others who work for the Town of Blackfalds. You may also have contact with external third parties and their information and be given or have access to information which is confidential or commercially sensitive.

Volunteers 18 years of age and older are required to provide us with a Criminal Records and Vulnerable Sector Checks (Please see attached letter)

FOIP Disclaimer Statement

Personal information is collected under the authority of Section 33 (c) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP) and will be protected under Part 2 of the FOIP Act. Personal information collected on this form will be used for the sole purpose of Volunteering at the Town of Blackfalds. Questions regarding this collection of personal information may be directed to the Town of Blackfalds FOIP Coordinator at 403-885-6248.

Town of Blackfalds FCSS Volunteer Application

CONFIDENTIALITY

It is understood and agreed that all information pertaining to the Town of Blackfalds and FCSS to which you become privy through your volunteer role maintain strict confidential and will not, in any circumstances be disclosed or used by you without the expressed consent of the Town or FCSS. This includes but is not limited to information pertaining to Town operations and procedures, information pertaining to clients, staff or other volunteers. This confidentiality requirement applies during the course of the volunteering and following the completion of your volunteer commitment.

MEDIA CONSENT

I UNDERSTAND photographs and/or video and/or audio recordings of me may be circulated widely and that, if posted on the Town of Blackfalds and other websites, they will be available to the public. I further understand that the Town of Blackfalds has no control over, and is not responsible for, the use or misuse of materials including my photograph and/or video and/or audio recordings of me.

FOR THE PURPOSE STATED ABOVE, I, CONSENT to be photographed and/or to be video and/or audio recorded by the Town of Blackfalds or its authorized representatives.

I ALLOW the Town of Blackfalds and its representatives to use, reproduce, publish, transmit, distribute, broadcast and display any photograph and/or video and/or audio recording that contains my image and/or voice along with my name in any Town of Blackfalds publication, multimedia production, video, CD-ROM, DVD, display, advertisement and/or on the municipality's website or other social media web sites without further notice or my approval of finished photographs and/or video and/or audio recordings.

I can, at any time, opt out of this media consent by providing written notice to the Marketing & Communications Division at the Town of Blackfalds.

Please indicate your choice:

Yes No

VOLUNTEER EMAIL CORRESPONDENCE

Please let us know if you would like to receive emails regarding upcoming volunteer opportunities. Canada's new anti-spam law requires us to obtain express consent from the public before we can send any commercial electronic messages. By checking the "yes" box you agree to receive commercial content from us.

Please indicate your choice:

Yes No

Volunteer Signature

Parent Name if under 18 years of age (Print)

Date

Parent Signature

By signing this form or submitting your registration you waive important legal rights. Please read carefully.

Town of Blackfalds FCSS Volunteer Application

RELEASE OF LIABILITY, WAIVER OF CLAIMS AN INDEMNITY AGREEMENT

I, the volunteer, on behalf of myself, my heirs, next of kin, executors, administrators, representatives and assigns, hereby forever waive all claims and release, discharge and hold harmless the Town of Blackfalds, Blackfalds FCSS, and their representatives and agents including, without limitation, sponsors, directors, contractors, producers, municipal agencies, and all other entities associated or involved in the organization or any other volunteer activities, including , but not limited to, volunteers, including but not limited to volunteers, third party vendors, all venues in which volunteer activities or segments of volunteer activities are held, and the members, officers, directors, employees, representatives, assigns, affiliates, and agents of any of the above (collectively, the Releasees); for any and all losses, costs, causes of action, claims or damages, including any claim for damages for personal injury to my person or personal property damage howsoever caused, arising out of or in connection with my taking part in the Event, or participation in preparing for the event, notwithstanding that the same may have been contributed to or occasioned by, without limitation, the negligence, breach of contract or breach of any statutory or other duty of care of the Organizer, or any of the Releasees.

I agree not to sue any of the persons or entities mentioned above for any of the claims or liabilities that I have waived, released or discharged herein; and I indemnify and hold harmless the Organizers and Releasees from and against any and all losses, claims, suits, actions, damages or liabilities (including without limitation, legal fees and disbursement on a solicitor and its own client basis) assessed against them as a result of or in connection with my actions during, and in connection with the event.

Assumption of Risk

I certify that I am aware of the possible risks, dangers and hazards associated with volunteering for the Town of Blackfalds, Blackfalds FCSS, and all representatives including the possible risk of severe or fatal injury and property loss. I hereby assume these risks which include, but are not limited to: the possibility of physical injury to myself and others such as muscle strain, broken bones, concussion, soft tissue damage, infectious disease, and cardiac arrest.

I certify that I have not been advised against volunteering by a qualified health professional. I acknowledge that the Organizers, permitting me to volunteer for the Town of Blackfalds, Blackfalds FCSS and all associates, accept my statements on this release waiver.

I hereby affirm I am 16 years of age or older, I have read this document, and I understand its contents. I acknowledge that I am signing this waiver voluntarily and that if I am under the age of 18 I require parental consent.

I HAVE READ AND UNDERSTOOD THIS AGREEMENT AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE, WHICH I, OR MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS AND ASSIGNEES, MAY HAVE AGAINST THE ORGANIZERS AND RELEASEES.

Volunteer Signature

Date

Parent Signature (If volunteer is under the age of 18)

Date

VOLUNTEER OPPORTUNITIES

Please indicate what volunteer roles you are interested in

Special Events (Winterfest, Family Easter Event, Blackfalds Days, Bike Rodeo, Canada Day, Super Kids Triathlon, Family Fun Fest, Monster Bash, Breakfast/Lunch with Santa, New Year's Skate)

- Set Up/Clean Up
- Volunteer with Children
- Volunteer with Youth
- Volunteer with Seniors

Clean Up Blackfalds Event (2 weeks in the spring) Volunteer groups and individuals pitch in to help clean the community

Clean Up the Parks (April – September) Looking for groups and individuals to partner with us to take care of our parks & playgrounds by making a short commitment this spring/summer

- Bark Park
- Optimists All Wheels Park & Bike Skills Park
- Bike Skills Park
- Playground & Community Parks

One Seed at a Time (May-August) Volunteer time in the gardens at FCSS to learn about growing your own food, including help plant, maintain and harvest. (Food will be used to feed clients of the food bank)

Food Bank Collaboration with local non-profit to support food bank needs

Snow Angels (Winter Season) Volunteers committed to remove snow from a Blackfalds residents driveway and/or walkway who may not be capable to do so on their own

Boards & Committees (As per vacancies) The Town of Blackfalds is seeking applications to fill vacancies on various Boards & Committees

Call when needed

Other



Dear Volunteer:

Re: Criminal Record Check for Volunteers

Thank you for committing to support community development through selflessly giving your time for volunteering. As part of the Volunteer recruitment process the Town undertakes, we require a Criminal Record Check, including a Vulnerable Sector search to be conducted as part of the screening process for those 18 years of age and older to ensure the safety of children, seniors, and other vulnerable persons. **The Record Check must to be dated within 6 months of volunteer's application and will expire after 1 year of the date listed on the Record Check.** Any information obtained during the criminal record check will be held in the **STRICTEST CONFIDENCE**.

Because this is a requirement through the Town, there will be no charge to you. **Please bring the following with you to your local RCMP Detachment:**

- 2 pieces of Government issued photo identification with your name, address and date of birth (example: Alberta Driver's License, Passport, Citizen Documents, Vehicle Registration if you are the registered owner listed)
- This Letter of Request – to have the fee waived

If it appears that you may have a criminal record (i.e. a possible match), you **will need** to submit to fingerprinting in order to determine with accuracy if you have been convicted of an offence. The fingerprints taken and the criminal record or clearance will be **RETURNED TO YOU**. The RCMP Detachment will notify you when the results are in and it will be your responsibility to provide this information to us in a timely manner.

You should also know that if you have been pardoned for a conviction, you may legitimately state that you have no conviction, and the criminal record check will confirm this. Should you be unwilling to undergo the fingerprinting process, we will be unable to give further consideration to your application.

Once you have a copy of your criminal record check please bring it to the Blackfalds FCSS Office to have your application updated and for further instruction. At this time we will review any information obtained through the screening process and we can then discuss the volunteer opportunities available for you with the Town of Blackfalds.

Thank you in advance for completing the Criminal Record Check including a Vulnerable Sector search, a process which adds another layer of due diligence in the effort to ensure the safety and wellbeing of participants in Town programming & events.

Sincerely,

Cara Kroetsch
Volunteer Programmer
Family & Community Support Services (FCSS)
Town of Blackfalds
Box 220
Blackfalds, AB T0M 0J0
