

Volunteer Facilitator Contract

I, _____ (full name), agree to be a volunteer facilitator with Friends of Aine and commit to the following:

1. To help Friends of Aine fulfill its mission to help children and families grieving a death navigate their path to a hopeful future.
2. To perform my volunteering role to the best of my ability.
3. To adhere to all the organization's house rules, policies, and procedures, including health and safety protocols, as outlined in the Volunteer Handbook.
4. To maintain the confidential information of the organization, and Friends of Aine participating families and volunteers, as agreed upon when signing the Volunteer Application.
5. To turn off/silence all use of cell phones or electronic devices beginning at pre-brief, until you are dismissed from your volunteer responsibilities after de-brief.
6. To agree to the discussed time commitment, adhering to the absentee and termination policy as outlined in the handbook, other than in extenuating circumstances, and notify the Program Coordinator and/or Program Assistant immediately, so that alternative arrangements can be made.
7. To provide references, as agreed, who may be contacted.
8. To agree to a yearly background check.
9. To complete and submit all onboarding requirements which includes:
 - a. Submitting Volunteer Application
 - b. Obtaining Volunteer References (one personal, one professional or two professional).
 - c. Attending an in-person interview and tour of the Center prior to Orientation Training.
 - d. Attending one Orientation Training session provided by Friends of Aine.
 - e. Attending and/or completing all mandatory continuing education trainings, either in person or virtually.
 - f. Creating an account and providing your personal information following Orientation Training, through Sterling Volunteers, for the required background check.

10. To immediately report to the Program Coordinator and/or Friends of Aine Staff any inappropriate, threatening and/or potentially harmful behavior, activity, statements, written or verbal, from other Friends of Aine participants and affiliates. This is not exclusive to groups, but also includes any events or activities hosted by or affiliated with Friends of Aine.
11. To follow volunteer facilitator protocol in utilizing on-site clinicians for de-escalation as needed, as discussed in Orientation Training.
12. To arrive fully prepared to my given volunteer night, understanding the week's activity, having watched and/or listened to "Mondays with Mandi."
13. To arrive promptly at 5:15pm on my given volunteer night, for pre-brief, prior to family arrival, and remain after 7:30pm group end for facilitator de-brief.
14. To treat my co-facilitator and other volunteer facilitators, as well as Friends of Aine staff with respect, kindness, and consideration.

My agreed voluntary time commitment is **24 evenings (72 hours)**. This agreement is binding in honor only, is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party.

Agreed to: _____
Volunteer signature

Date