# Sample Agreement for Volunteers

*Opening Paragraph: Provide a description of the work of the ministry team and the organization/network through whom you’re working, as relevant and appropriate. This might include a written description of the support you intend to provide, for how long, and other expectations or guidelines of the ministry.*

In order to make this experience productive and enriching for all concerned we ask you to agree to the following:

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_agree to volunteer as part of \_\_\_\_\_\_\_\_\_\_\_\_, which is providing *[describe nature of the support being provided]* for an asylum seeker/family (hereafter called “compa”).

I understand that the compa has a right to safety, privacy, and security. If they experience inappropriate behavior from \_\_\_\_\_\_\_ volunteers, or behavior that makes them feel unsafe, including but not limited to attempts to influence their faith practice or choices, inappropriate relationships, or publicity (like social media) about them without my permission, they are encouraged to report this to the team leader or to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. They have been informed that they are free to discontinue the relationship with \_\_\_\_\_\_\_ at any time, and that doing so may result in loss of support from \_\_\_\_\_\_\_ such as housing, material needs, etc.

I understand that I am not to take photos, videos, or any other media of the compa without their permission, and that I am not to release any such media without their understanding and permission. I understand that posting any photo or video on social media could put the compa in danger.

I understand that, as a volunteer, I also have a right to safety, privacy, and security. The compa has been instructed to keep volunteers’ contact information confidential, not to post photos or videos of volunteers on social media, and to engage with respect and honesty. If I ever feel unsafe or experience inappropriate behavior, I will report this to our team leader.

I understand that I may be privy to sensitive information and documents, including legal documents, medical documents, or conversations with the compa’s attorney or healthcare providers. I will hold this information in strictest confidence, and rigorously follow rules of sharing information only on a “need to know” basis.

I understand that as a volunteer, I am mandated to report any suspicion of child/elder abuse or neglect.

I understand that as a volunteer, I am required to report any concerns the compa may express about harming him/herself or another person.

I will not offer personal gifts - material or cash - to the compa; I understand all support will be given in a formal way by the team. I will liaise with my team about items that have been provided to ensure that items are not given in duplicate or triplicate.

I understand as a volunteer, I am not to provide funds to the compa for any obligations he/she may have outside of this country (remittances). (If the remittances are used for nefarious purposes, even without the compa’s knowledge, this could run afoul of U.S. law, which prohibits such remittances for illegal purposes (i.e., drug trafficking) or in support of violent political groups (terrorists, paramilitary groups, etc.). Those aiding and abetting such an activity are subject to criminal prosecution.)

Once the compa receives work authorization, I understand as a volunteer that \_\_\_\_\_\_\_\_\_ (our Welcome Team) will begin declining financial support over a \_\_\_\_ month period of time. During this time of declining support, I will continue to abide by group guidelines and refrain from offering gifts, cash, transportation, and/or other supports that may go against the declining model.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team Point Person\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_