NORTHLAND COMMUNITY AND TECHNICAL COLLEGE
VOLUNTEER AGREEMENT FORM

THIS AGREEMENT, entered into on the ______________ day of ______________, ______, by and between Northland Community and Technical College, (hereinafter referred to as A NCTC@) and ______________________ (hereinafter referred to as AVolunteer”), shall be in effect from ______________ to __________. (must be completed every fiscal year).

Volunteer Contact Information:
Address _____________________________________ _______City_________________ State________  Zip_________; Phone: ____________(daytime) ___________(evenings)

NCTC agrees to the following:
1. Provide normal and necessary instructions concerning the services or activities to be performed.
2. Provide normal and necessary supervision by an NCTC employee responsible for the services or activities to be performed.

Volunteer agrees to the following:
1. Abide by and adhere to and perform services and activities in the manner instructed.
2. Will not receive compensation
3. Will not drive a college or state-owned or rented vehicle while performing volunteer services.

I confirm that I have received and understand the NCTC Use of Volunteers Policy and Procedures and agree to abide by said policy and procedures.

_____________________________________________ __
Signature of Volunteer  Date

NCTC Employee Responsible for Supervision of Volunteer

_____________________________________________ __
Signature of Employee  Date

Submit signed originals to NCTC Human Resources Director
Copy to: Volunteer and NCTC Employee Responsible for Supervision
Adopted 12-14-06