



Thank you for your interest in volunteering for River Tree Arts. Please follow the following instructions to ensure your application is processed in a timely manner. If you have any questions please contact Emma Collin at volunteer@rivertreearts.org. Thank you!

1. Fill out a volunteer application form with all the requested information.
2. If you're interested in volunteering for a class, please make sure that you specify if it's children's or adult's.
3. If you're interested in volunteering with children (classes, workshops, camps):
 - a. If you're 18 (and out of high school) or older, please fill a background check authorization form or provide one if you already have it.
 - b. If you're 17 or under (or 18 and in high school), please provide a letter of good standing from your school.
4. If you're interested in only volunteering for the front desk, please fill a background check authorization form or provide one if you already have it.
5. For all volunteers that will not be in contact with children (event set ups, clean ups, organizing classrooms), no background or letter of good standing will be needed at this time.
6. Return the filled out forms via email to volunteer@rivertreearts.org, or drop them at our front desk at your earliest convenience.

Thank you!



Volunteer Application

Thank you for your interest in volunteering at River Tree Arts. The information from this application will help us match your time and talents with our available volunteer opportunities.

Name: _____ Date: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Please check your age: under 18 18-20 over 21

In which ways are you available to help? (Mark all that interest you):

FRONT DESK: secretarial work *If qualified with computer skills, light administrative paperwork is also an option.

SPECIAL EVENTS: set-up and break-down, food preparation for concerts, recitals, reception, art workshops

BEHIND THE SCENES: organizing art supplies, cleaning classrooms, preparing class materials, recycling objects, decorating chalkboards, creating flyers, ironing tablecloths for events, changing light bulbs, etc.

CLASS VOLUNTEER: assist the teacher with the class' needs, get class materials ready, help set up for class, help students, help cleaning up.
**Please write which class(es), children's or adult's, would you be interest in volunteering for: _____

Availability (Check all that apply)

Weekday mornings Special events Weekends (primarily summer)
 Weekday afternoons When needed
 Weekday evenings

Additional Information/Interest/Skills: _____

***High school students are welcome to assist with summer camps, after school classes or special events. Time spent at River Tree Arts can be used for volunteer requirements at school.*

Volunteer Photo Release Form

River Tree Arts staff takes pictures, slides, and videos of participants in the various activities for use in the marketing and promotion of our programs. I hereby grant permission to River Tree Arts to use the pictures, slides, and videos of me/my child for this stated purpose. I further grant permission for the copyright of such pictures, slides and videos and consent that they may be reproduced either partially or in composite, in conjunction with other images, names and reproductions made through any social media.

I have read the above statement and am familiar with its contents.

_____ Yes, I agree. **If participant is under 18, I am the parent/legal guardian of:

_____ (Child's name)

_____ No, I do not want any pictures or videos taken of me/my child.

Signature: _____

Date: _____

Printed name: _____

Phone: _____

Volunteer Waiver and Release Form

River Tree Arts is committed to conducting its programs, services and activities in a safe manner and holds the safety of volunteers in high regard. Volunteers must recognize that there is an inherent risk of injury when choosing to volunteer and performing volunteer services.

You are solely responsible for determining if you are physically fit and/or adequately skilled to perform the volunteer activities. It is always advisable, especially if the participant is pregnant, disabled in any way, or has recently suffered an illness, injury, or impairment, to consult a physician before performing any volunteer activities that involve physical activities.

Warning Of Risk

The volunteer activities often challenge and engage the physical, mental, and emotional resources of each volunteer. Despite careful and proper preparation, there is still a risk of serious injury when acting as a volunteer. Not all hazards and dangers can be foreseen. Certain risks, dangers, and resulting injuries may exist due to slips and falls, poor skill level or conditioning, premise defects, inadequate or defective equipment, in adequate supervision, instruction, and other risks inherent to the volunteer activities. In this regard, it is impossible for River Tree Arts to guarantee absolute safety.

Waiver And Release Of All Claims And Assumption Of Risk

Please read this form carefully and be aware that in acting as a volunteer, you will be expressly assuming the risk of legal liability, and waving and releasing all claims for injuries, damages or loss which you might sustain as a result of volunteering.

I recognize and acknowledge that there are certain risks of physical injury to volunteers providing and/or engaging in volunteer activities. I hereby give authorization/consent for me/my child to participate as a River Tree Arts volunteer. I agree not to hold River Tree Arts or its representatives responsible for any and all injuries sustained/suffered by the below-named participant during volunteering activities. I also agree to waive any and all rights and claims for damages that I believe I may have against River Tree Arts or any of its employees and/or other volunteers, collectively or individually.

I have read and fully understand the above important information, warning of risk, and waiver and release of all claims.

Participant's Name (please print): _____

Participant's Signature (parent/guardian signature if under 18):

In case of emergency please contact:

Name: _____ Relation: _____ Phone: _____

River Tree Arts: COVID-19 Protocols and Guidelines for Safely Reopening For Volunteers

River Tree Arts (RTA) will follow all procedures and protocols consistent with the COVID 19 Safe Opening Requirements. RTA will continually monitor guidance provided by the CDC regarding youth and child care programs. All persons entering our building, whether participating in our programs or visiting the building, are required to wear masks at all times and practice safe social distancing. If a reasonable modification or alteration in this policy is necessary to accommodate a particular individual, please contact Cathryn Majorossy (cathryn@rivertreearts.org) to discuss exemptions. Please be aware that exemptions are only granted in exceptional and limited circumstances. Individuals without an approved exemption from the requirement to wear a mask will be warned and notified for failure to follow safety protocols. RTA reserves the right to suspend a person who continuously violates these safety protocols. Any such suspension shall be imposed for whatever length of time RTA in its sole discretion deems appropriate and, if a student, no refunds will be provided.

We are committed to maintaining a safe, clean, and productive workplace for our volunteers:

- We will provide our volunteers with the proper Personal Protective Equipment (PPE) to keep our faculty, staff and students safe. We will ensure that volunteers have access to hand soap, hand sanitizer, gloves, masks, tissues, and paper towels.
- We will provide workers with up-to-date education and training on COVID-19 risk factors/protective behaviors (e.g., cough etiquette and care of PPE). We will use posters to serve as visual reminders of proper protocol.
- We will educate ourselves and our volunteers and staff on the common symptoms and signs of COVID19.
- Volunteers are required to self-screen each day prior to entering the facilities. See Wellness Checklist here: <https://rivertreearts.org/wp-content/uploads/2020/08/Wellness-Checklist-1.pdf>
- We will require that volunteers who are sick remain home until well.
- Face Coverings: We require volunteers to wear cloth face coverings when proper social distancing can not be maintained. This includes entering and exiting the building, and while in common areas.
- Face coverings will be worn for the duration of classes where social distancing is not possible.
- Volunteers will exhibit respiratory etiquette by coughing or sneezing into a tissue or elbow and promptly cleaning their hands.

- Frequent hand hygiene prevents the spread of disease. Volunteers will be reminded to practice good hand hygiene with frequent handwashing and hand sanitizing, especially between contact with students and student items.
- We will encourage volunteers to maintain 6 feet of distance between themselves and others.
- Teachers will be responsible for sanitizing their workspace and equipment after each class/student. Volunteers should be able to help if asked.
- Proper distancing is to be maintained during person to person conversations.
- Teachers and/or volunteers will report any student suspected of being sick to the front desk immediately.
- We will ventilate the workspace with open windows and doors to the extent possible.
- We will discourage shared use equipment and materials.
- Volunteers will be asked to inform the Volunteer Coordinator, Emma Collin, as soon as possible, if they are sick and will be unable to help. This should be done via email (volunteer@rivertreearts.org) and phone call (207-967-9120).

I have read and fully understand the importance of following the COVID-19 Protocol and Guidelines for Safely Reopening. I agree to follow the guidelines listed above.

Participant's Name (please print): _____

Participant's Signature (parent/guardian signature if under 18):

Date: _____

Phone: _____