

[NAME OF ORGANIZATION]
VOLUNTEER AGREEMENT

Date: _____

Name of Volunteer: _____

Address of Volunteer: _____

Phone No(s): _____

RECITALS:

- A. [Name of Organization] ("Organization") is a nonprofit organization incorporated under the laws of _____, with a business address at _____, which was established for the purpose of _____.
- B. Volunteer is willing to donate his/her time, skills and labor for the benefit of the Organization, and the Organization wishes to accept Volunteer's offer.

The parties agree that the following terms shall apply to the volunteer assignment.

1. Position

The Organization hereby accepts Volunteer as a _____ [describe volunteer's role] (the "Position") and Volunteer hereby agrees to accept such Position. The purpose of the Position is to _____ [describe how the work will benefit the organization].

2. Commencement; Termination

Volunteer's assignment under this Agreement commences on _____ [insert date] and is expected to continue until _____ [insert date], or such other date as the parties mutually agree. Either party may terminate this Agreement at any time for any reason upon immediate notice, oral or written, to the other party.

3. Scope of Work

Volunteer agrees to perform services under the direction and control of the Organization's Director. Volunteer will perform the following services:

4. Hours of Work

Volunteer will perform the services required by the Position during the hours of _____ [set out the hours and also indicate specific days if appropriate, for instance, if the volunteer will only be working Tuesday and Thursday evenings].