



VOLUNTEER INFORMATION AND CONSENT FORM

Full Name: _____
(First) (Last) (Full Middle)

Sex _____ **Birthdate** _____ **Last Names from Previous Marriages** _____

Social Security # _____ **Drivers License#** _____ **State** _____

All other names by which individual is known: _____
(Nicknames, Maiden Name, Previous Married Names)

Current Home Address: _____
Street City State Zip

Prior Addresses and Dates _____
(UP TO 7 YEARS) *Street City State Zip Date*

Street City State Zip Date

Current Spouse: _____
Last Name First Full Middle Maiden Sex Race Birthdate

Previous Spouse: _____
Last Name First Full Middle Maiden Sex Race Birthdate

Home Phone: _____ **Cellular Phone:** _____

Email: _____ **Occupation:** _____

Company Employed by: _____ **Work Phone:** _____

Ethnicity:*(please check)* Caucasian ___ African-American ___ American Indian ___ Asian or Pacific Islander ___
Hispanic ___ Multi-Racial: ___ Do not wish to reply ___

I hereby authorize THE FIRST TEE OF ROANOKE VALLEY or other authorized representatives of the company bearing this release to obtain and release any information pertaining to my background for employment or volunteer purposes. I hereby fully release and discharge my prospective employer, other authorized representatives of the company, or other source providing information from all claims and damages arising out of or relating to any investigation of my background for said purposes.

I authorize the Department of Motor Vehicles to furnish information pertaining to my driving record to the requestor identified above.

Applicant Signature _____ **Date** _____

Requestor Signature _____ **Date** _____

DAYS, TIMES, AND POSITIONS AVAILABLE FOR VOLUNTEER SERVICE:

Programming Volunteers:

Responsibilities:

- Assist with set up of golf and life skills program equipment and supplies;
- Assist with delivery of golf and life skills instruction to participants ;
- Assist with disassembly of golf and life skills program equipment and supplies;
- Greet, Engage, and Mentor participants;
- Encourage fun and learning;
- Serve as a positive model to participants

Requirements: Ability to serve as “the model” of mature, responsible behavior to participants; Complete volunteer certification requirements, including background check; An interest in the development of youth ; An appreciation for the game of golf and its inherent life lessons; Ability to assist with programs at least once a week for a 6-8 week minimum

Range Pickers:

Responsibilities: Keep balls picked, washed and packaged at all times Keep range and putting green clear of empty baskets; Keep outside facility clear of trash and neat in appearance; Be helpful and courteous to all guests

Requirements: Ability to serve as “the model” of mature, responsible behavior to guests; An interest in the development of youth; An appreciation for the game of golf and its inherent life lessons; Ability to assist with 4 hours of operation, 6-8 weeks minimum.

Fundraising/Special Events/Administrative/Office Help/Other:

Days of the week available _____

CONSENT FOR CRIMINAL BACKGROUND HISTORY CHECK AUTHORIZATION/WAIVER/INDEMNITY

I hereby give permission to The First Tee of Roanoke Valley (TFT-RV) to obtain information relating to my criminal history record. The criminal history record as received from the reporting agencies may include arrest and conviction data as well as plea bargains and deferred adjudication. I understand that this information will be used, in part, to determine my eligibility for employment/volunteer position with TFT-RV. I also understand that as long as I am an employee or volunteer of TFT-RV, the criminal history record may be repeated at any time. I understand that I will have an opportunity to review the criminal history, and a procedure is available for clarification if I dispute the record as received.

I, THE UNDERSIGNED, FOR MYSELF, MY HEIRS, EXECUTORS, AND ADMINISTRATORS, HEREBY AGREE TO INDEMNIFY AND HOLD TFT-RV, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, REPRESENTATIVES, AND VOLUNTEERS HARMLESS FROM AND AGAINST ANY CLAIMS, DEMANDS, OR CAUSES OF ACTION WHATSOEVER, INCLUDING, WITHOUT LIMITATION, COURT COSTS AND EXPENSES AND ATTORNEY'S FEES, ARISING OR ALLEGED TO HAVE ARISEN ON ACCOUNT OF (I) THE INVESTIGATION OF MY BACKGROUND IN CONNECTION WITH MY APPLICATION TO BECOME A TFT-RV VOLUNTEER/STAFF MEMBER; AND (II) MY ACTS OR OMISSIONS AS A TFT-RV VOLUNTEER OR STAFF MEMBER, INCLUDING, WITHOUT LIMITATION, PERSONAL INJURY AND/OR DEATH OR LOSS OR DAMAGE TO PROPERTY. THE FOREGOING INDEMNITIES SHALL SURVIVE MY APPLICATION AND MY PARTICIPATION, IF ANY, IN THE TFT-RV PROGRAM.

Policy Statement for Disqualifying Offenses for The First Tee of Roanoke Valley (TFT-RV)

Employment and Volunteer Services

In order to perform our due diligence in protecting the well being and safety of the children we serve, TFT-RV will perform a criminal background check on all employees, volunteers, and interns. TFT-RV deems it necessary and advisable as a matter of policy to reserve the right to disqualify any person who has been charged and convicted of any crime on TFT-RV's list of disqualifying offenses.

The following offenses are grounds for disqualification, regardless of any extenuating circumstances.

- Crimes against the family, sex related offenses, child related offenses, murder, felony, theft/robbery/burglary offenses, fraud related offenses and crimes against persons and property.
- All other offenses not otherwise described above may result in disqualification at the discretion of TFT-RV. Factors considered by TFT-RV to determine disqualification include the nature and severity of the criminal conduct, the length of time since the offense occurred, the likelihood of rehabilitation (which must be evidenced by community standing, employment and references) and other factors that the TFT-RV may deem appropriate under the circumstances.

Procedure

1. **Application:** Each prospective employee, volunteer and intern is required to complete an application.
2. **Criminal Background Check:** Each prospective employee, volunteer and intern will provide written consent (below) for a criminal background check by The First Tee of Roanoke Valley.
3. **Compliance with Requirements:** TFT-RV will comply with the requirements of the Criminal Information Act, including the destruction of criminal history record information promptly after the determination of the suitability of the employee, volunteer or intern. TFT-RV additionally agrees to comply with all requirements imposed to perform criminal background checks.

Signature _____ Date _____

Please return this form to:

The First Tee of Roanoke Valley 3707 Densmore Road, NW Roanoke, Virginia 24017 Fax: 540.563.1837

VOLUNTEER CODE OF CONDUCT

The First Tee of Roanoke Valley is committed to providing meaningful opportunities to its volunteers. As a TFT-RV volunteer, you will meet people, share ideas, master skills, and make a difference in the lives of Roanoke-area young people. In order for TFT-RV to provide a safe, secure environment for its program participants, the following Code of Conduct must be adhered to by TFT-RV staff and volunteers.

As a TFT-RV volunteer, I agree that while serving as a volunteer, I will:

- Portray a positive role model image to participants by demonstrating The First Tee's Core Life Skill Lessons, Nine Core Values and Nine Healthy Habits.
- Provide for the general welfare, health, and safety of all The First Tee of Roanoke Valley participants and volunteers.
- Treat individuals of all races, religions, genders, and socio-economic backgrounds with respect and consideration.
- Not physically, verbally, sexually, or mentally abuse any participant or other individual involved with TFT-RV.
- Not engage in any inappropriate contact or relationship with participants, volunteers, or others involved with TFT-RV.
- Report any emergencies to the appropriate authorities after first taking immediate action to ensure the health and safety of the participants.
- Abstain from the consumption or use of all alcohol, tobacco products, and illegal substances while involved with any TFT-RV event.
- Hold confidential any information gained through the performance of TFT-RV administrative duties.
- Dress and act in an appropriate manner at all times.
- Follow the established rules and guidelines of TFT-RV and/or any agency involved with TFT-RV.

The First Tee of Roanoke Valley is committed to supporting its volunteers and providing the means for everyone who offers his or her assistance to make the most of their experiences for the benefit of both the participants and the volunteer. All volunteers will receive an orientation and training before participating in TFT-RV events, as well as assistance and supervision during events.

DIRECTIONS TO THE FIRST TEE OF ROANOKE VALLEY

From Hershberber Road traveling west, turn left at the intersection of Westside Boulevard.

Turn left onto Densmore Road, the first road after Westside Elementary School

The First Tee property is at the end of the road, 3707 Densmore