

Mi Pueblo 2025

# VOLUNTEER AGREEMENT

**ALL volunteers must sign this Volunteer Agreement before beginning to volunteer at Camp.**

**Purpose:** We all know that without volunteers there would be no Camp! Volunteering is hard work, and even a bit hectic, confusing, frustrating, tiring, and hot! We come together, seemingly all of a sudden, for one week each year, with little preparation or time to get to know each other. Thus, there is little time to establish good working relationships that take time (like at work, home, school, sports teams, or church). So we have this Camp policy and rules to help Mi Pueblo run smoothly and safely, while everyone -- Campers, volunteers and instructors -- have fun and learn. It is not easy!

**Commitment:** By entering this Volunteer Agreement, we all (from Director to office staff, cooks, classroom coordinators, and class assistants, etc.) make our commitment to:

- Do our best to make the Camp a wonderful learning and fun experience, as well as safe, for all Campers and childcare children. Always be a good example to the children!
- Do our best to get along with other volunteers and work out differences, or seek help in working out any difficulties with Campers or between volunteers.
- Communicate with one another (adults, young adults and teens) to be sure there is always proper supervision of the children, and a sharing of tasks and breaks during the Camp day.
- Conduct ourselves like we would in any paid work environment, with dedication, diligence, decorum, respect, honesty, trustworthiness, and enthusiasm.
- Limit socializing, and never use cell phones or other electronic devices for calls, texting or other activities while “on duty” with the children or in our assigned jobs, except in an emergency. This includes i-PODS, lap-tops, smart phones, i-PADs, or any other device.
- Never leave Camp or be away from the classroom or activity assigned without communicating and working out a reasonable timeframe for a break with other volunteers in the same assigned area, the Volunteer Coordinator, and/or Classroom Coordinator (except in an emergency).
- Stay during breaks in designated approved areas. No one is permitted to enter areas of the Church facility that are not part of Mi Pueblo (see maps posted).
- Inappropriate behavior by volunteers will not be tolerated and may lead to the volunteer being asked to leave the Camp. This includes violent behavior, sexual activity, harassment or bullying, use of foul language, repeated violation of these rules and policies, theft, or failure to follow instructions by supervisors, including group Coordinator, Instructor, Teen Coordinator, Volunteer Coordinator, Camp Director, as appropriate to the volunteer’s assigned area.
- Volunteers assigned to Instructors must be present during all classes, and may take breaks only during unscheduled time, with the Instructor's permission. You must assist the Instructor with class preparation during unscheduled class time. Lunch occurs during scheduled breaks. Any time you leave the class area you must inform the Instructor when you will return.
- All volunteers in classrooms, in subject classes (i.e. games, crafts, dance, music, Spanish and culture), and all teen volunteers, are required to attend assemblies (including the Opening Ceremony, animals presentation, and any other special presentation, as well as the Fiesta, and REMAIN there throughout, UNLESS the volunteer has another specific assigned task at that time (such as kitchen crew, office staff, prep in classes, etc.)

- No smoking or vaping allowed in the Church building, in the Church Courtyard, or near any Church entrance.
- No chewing of gum is permitted during any class or special presentation, or when a volunteer is with Campers or in the Childcare.
- Volunteers must abide by all policies of Mi Pueblo Camp and act as a good role model for the Campers and our fellow Volunteers!

**POLICIES OF THE CAMP INCLUDE THE FOLLOWING:**

- **All Volunteers and Instructors must wear Camp T-shirt at all times during camp hours and follow Camp Dress Code.**
- **No use of cell phones or any other electronic devices while on duty, in class, with Campers or in the Childcare. No gum chewing by campers or volunteers.**

**VISITOR POLICY:**

- No one may invite any visitors.
- Visitors may not accompany a volunteer to classes or assignments, or hang around the parking lot or outside in locations used by the Camp.
- Volunteers and teachers are **NOT** permitted to invite visitors to come to their rooms or classes, or to tag along with a class, including Childcare.
- Anyone wishing to volunteer **MUST** register and be assigned by the Volunteer Coordinator.

**VOLUNTEER & INSTRUCTOR BACKGROUND CHECKS:** All NEW volunteers age 19 (prior to January 1, 2025) and older (and Instructors) working directly with Campers must have a background check.

**I agree to abide by this Agreement and all Camp policies:**

**Signed:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_