



Mission Statement: "SAFE will lead our community in eliminating domestic violence and sexual violence through prevention, advocacy, education and healing.

**PO Box 2013
Brevard, NC 28712
1-828-885-7233**

SAFE, Inc. Volunteer Enrollment Form

Volunteer Coordinator: Randi Bucci
randi@safetransylvania.org

Please Print

Date: _____

Name: _____

Local Address: _____ Birthday (mo/day): _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ E-mail: _____

Spouse's Name (if applicable): _____

Emergency Contact Name: _____

Relationship: _____ Phone: _____

Emergency Contact's Address: _____

How did you first learn about SAFE? _____

Have you been a client of SAFE in the past 12 months? _____ Yes _____ No

Have you been convicted of a misdemeanor or felony criminal offence? _____ Yes _____ No

If yes, please explain (if more space is needed, attach a separate sheet): _____

I am interested in volunteering at: (circle) Interiors Attic Office Shelter Court Outreach Events

****Please note that references may be required for some positions (for example child care, shelter aide, etc.)****

SAFE volunteers receive a 20% discount on Attic and Attic Interiors purchases once they have volunteered for 30 days. As of 7/1/2015, SAFE volunteers will be required to present their valid SAFE-issued ID cards to the cashier to receive their 20% volunteer discount on purchases at our stores. If you do not yet have your ID card, see Randi Bucci to have one issued.

Please be advised that SAFE is unable to provide insurance coverage for injuries that may occur while you are working as a volunteer on behalf of SAFE. Nor can we be responsible for lost, stolen or damage to property

while working at SAFE. We attempt to take all precautions to protect everyone while on SAFE property but we cannot guarantee accidents will not occur. If you do not have health insurance coverage or if you feel your coverage may not adequately protect you financially in the event of an injury while working, we encourage you to contact Land of the Sky Regional Council and enroll in their RSVP Volunteer Program **for those 55 and older**. Please visit their website at <http://landofskyrsvp.org> or call 1-828-251-6622. It is our understanding that as a RSVP volunteer assigned to volunteer at an agency like SAFE accident insurance is provided.

Please sign one of the following:

I have contacted RSVP to enroll in their volunteer program and accident insurance will be provided as a part of RSVP:

Signed: _____ DATE: _____

I am not eligible or I am not interested in becoming a volunteer through RSVP and I hereby agree to volunteer at SAFE at my own risk and will hold SAFE blameless while volunteering for SAFE, Inc. of Transylvania Co.:

Signed: _____ DATE: _____

Please sign one of the following:

As a volunteer of SAFE I understand that I may be in contact with SAFE clients. I understand the importance of maintaining the confidentiality of ALL SAFE clients so I hereby agree to maintain that confidentiality and will not acknowledge knowing those individuals while outside of SAFE.

Signed: _____ DATE: _____

I do not understand/know SAFE policies relating to client confidentiality and request training at this time:

Signed: _____ DATE: _____

Training provided by: _____ DATE: _____

I understand and am committed to the following mission, vision and guiding principles of SAFE, Inc.:

MISSION STATEMENT: SAFE will lead our community in eliminating domestic violence and sexual violence through prevention, advocacy, protection, education, and healing.

VISION STATEMENT: To empower our community to end domestic violence and sexual violence.

GUIDING PRINCIPLES

- Domestic violence and sexual violence are fundamentally wrong and will not be tolerated.
- We are committed to breaking the cycle of domestic violence and sexual violence by empowering people to change their behavior.
- We are committed to help and protect individuals affected by domestic violence and sexual violence.
- We value all of our stakeholders and will treat each one with dignity and respect.
- We value a community that is aware, educated, and engaged in solving the problems of domestic violence and sexual violence through the power of collective action and teamwork.
- We are committed to the professional development and empowerment of all SAFE staff and volunteers.

As a volunteer I recognize that I have the following rights and responsibilities:

A Volunteer has the RIGHT to:

- Be treated as a co-worker.
- Be given a suitable assignment and to know what is involved in the job you have been asked to perform.
- Know about the organization.
- Receive guidance, direction and quality supervision while performing your job.
- Be heard and recognized, including the right to express problems, concerns and comments to your supervisor.
- To have the necessary supplies to do your job at SAFE.
- Ask for help.

A Volunteer has the RESPONSIBILITY to:

- Be sincere in the offer of service and believe in the value of the job to be done and be loyal to SAFE, Inc.
- Maintain the dignity and integrity of SAFE, Inc. within the community.
- Maintain the confidentiality of all client information at all times, including not contacting clients outside of SAFE without the knowledge and permission of your supervisor.
- Carry out duties promptly and reliably.
- Learn and participate in trainings and meetings.
- Understand the function of paid staff, maintain a smooth relationship with them and stay within the bounds of volunteer responsibilities.
- Maintain the SAFETY of all facilities. If anything seems unsafe, report it to your supervisor and/or fix it.
- Follow all standard operating procedures and the direction of your supervisor.

Signed: _____ Date: _____

Thank you for helping our neighbors who have experienced sexual or domestic violence. Remember that volunteers are not paid, not because they are worthless, but because they are priceless! Thank you.

For Office Use Only:

Is the volunteer under the age of 18? (Y/N) _____ College student? _____ WorkFirst? _____
Community Works? _____