



**JACKSON
COUNTY**
Parks

Volunteer Code of Conduct Agreement

These policies are written to guide the overall implementation and management of the Jackson County Parks Volunteer Program. This agreement does not constitute, either implicitly or explicitly, a binding contractual or personnel agreement. Volunteers shall not be considered “employees” of Jackson County.

Personal Contact Information

Name _____
 Address _____ City _____ Zip _____
 Phone _____ Email Address _____
 Emergency Contact/Relationship/Phone _____

I, _____, agree to volunteer my services to Jackson County Parks ("County") and to comply with the County’s Volunteer Code of Conduct.

I acknowledge that there is no salary or other compensation, or prizes of any kind, to be provided by the County for my services as a volunteer.

I also acknowledge and agree that my (or my child’s) services are provided for the convenience of the County and may be terminated with or without cause, at any time by the County without prior notice or hearing. I, the undersigned, certify that the information stated on this agreement is true, complete, and correct to the best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a basis of rejection for this application or termination of volunteer services.

Jackson County Parks Volunteer Code of Conduct

Volunteers are an important asset to Jackson County Parks and make it possible for the Parks Program to deliver services to its customers. As a volunteer, you represent the County. As such, it is important that you adhere to the following Volunteer Code of Conduct.

I, _____, as a volunteer with Jackson County Parks agree to:

- Conduct myself in a professional manner; maintaining high standards of integrity and honesty, and be a positive role model.
- Treat all members of the public, employees, and other volunteers with respect and courtesy, making high quality customer service a priority.

- Work cooperatively as a team member with employees and other volunteers.
- Refrain from conduct, both on and off duty, which jeopardizes the Park Program goals and negatively impacts Jackson County.
- NOT** use vulgar or inappropriate language.
- NOT** use, or be under the influence of illegal drugs and to always follow the County's Drug Free Workplace Policy.
- Avoid *any activity* that could be seen as a conflict of interest, such as accepting gifts or favors from individuals, employees, or businesses and using County equipment for personal gain.
- Follow the Jackson County Ethics Policy and Ethics Guidelines for Public Officials set forth by the Oregon State Ethics Commission.
- Follow all Jackson County policies that are applicable to volunteers.
- Respect confidential information that is available to me as a result of my volunteer work with the County, and refrain from using it for personal gain or for personal, non-County business related reasons; bring any violation of this confidentiality to my supervisor.
- Promptly raise questions and concerns regarding possible violations of County policy or Local, State or Federal law with my immediate supervisor or another manager within the County.
- Reinforce Jackson County's commitment to equal employment opportunity and a work environment free of discrimination and harassment, including sexual harassment.
- Refrain from speaking with the media, realizing that while on duty, whether intentionally or not, I am representing Jackson County and my personal opinions may not reflect those of the County.
- Follow all safety procedures and make my safety, my coworkers' safety, and our customers' safety the NUMBER ONE PRIORITY!**

I understand that I may be released from my volunteer position with Jackson County Parks for not adhering to the above Code of Conduct.

Volunteer Printed Name

Parent/Guardian Printed Name if under 18 yrs old

Volunteer Signature

Parent/Guardian Signature if under 18 yrs old

Date

Date