

**Letter of Agreement Between Volunteer and Southern Appalachian
Ronald McDonald House Charities, Inc.**

I, _____, understand and agree that as a volunteer with the Southern Appalachian Ronald McDonald House Charities, Inc., I am responsible for the following:

- A. Respect and observe guest rights at all times
- B. Maintain confidentiality on all matters
- C. Interact with guests and staff in a courteous, cordial manner
- D. Familiarize myself with and observe rules/policies of the House
- E. Accept training and guidance from the House staff
- F. Work without monetary compensation as a volunteer, non-paid staff member
- G. Complete my work promptly and according to standards of SARMHC
- H. Notify the House Manager/Volunteer Coordinator of problems, and/or concerns I have regarding my volunteering at the House

The Southern Appalachian Ronald McDonald House Charities, Inc. understands and agrees to provide the following:

- A. A job description/summary of the duties and responsibilities to be performed
- B. House orientation, rules/policies, and on-the-job training
- C. Supervision
- D. Record of volunteer involvement
- E. Appropriate recognition
- F. Positive work environment
- G. I have read and understand the above agreement and agree to follow this policy.
- H. I have been advised a background check will be conducted to meet SARMHC and federal/state guidelines.

Volunteer

Date

House Manager/Volunteer Coordinator

Date

10/24/07