



YWCA
REGINA

A TURNING POINT
FOR WOMEN
UN POINT TOURNANT
POUR LES FEMMES

1940 McIntyre Street
Regina, SK S4P 2R3
Phone: 306.525.2141
Fax: 306.525.2171
ywcaregina@ywcaregina.com
www.ywcaregina.com

YWCA Community Programs

Volunteer Application

NAME:			
PHONE NUMBER:			
EMAIL:			
ADDRESS:			
CITY:		POSTAL CODE:	

Volunteer or Professional Reference

NAME:	
PHONE NUMBER:	
EMAIL:	
In what capacity do you know this person?	

Why do you want to be come a volunteer with the YWCA Regina? Program(s) of interest
Have you volunteered with the YWCA before? If yes, when?
Are you presently a student and/or employed? If yes, where?

Voluntary Self-Declaration

Do you consider yourself to be a person of Indigenous ancestry?	Yes	No
Do you consider yourself to be a person of a visible minority?	Yes	No
Are you over the age of 18?	Yes	No



Volunteer Permission, Release Agreement and Confidentiality Policy

YWCA Regina (“the Agency”)

By applying to volunteer with the Agency and signing this Agreement, I acknowledge, understand and accept that:

- (a) There is no obligation on the Agency to accept my Volunteer Application or assign me as a volunteer into a program and the Agency may terminate my involvement in its sole discretion and without reason;
 - (b) If I am accepted as a volunteer, my involvement in a YWCA Program is not intended to create and shall not be construed as creating either an employee–employer relationship or a contract for services that would allow me to receive a salary, compensation, payment or any benefits, monetary or otherwise; and
 - (c) If I am accepted into a Program, I understand that I will be required to enter into a confidentiality agreement with the Agency, and I agree to abide by the volunteer position’s description(s) and code(s) of conduct established by the Agency.
2. **Assumption of Risk, Release and Reimbursement:** I acknowledge, understand and accept that:
- (a) I am responsible for all risks associated with my involvement in a YWCA Program including, without limitation, the risk of bodily or psychological harm or injury.
 - (b) Subject to local laws, I agree not to sue the Agency in respect of any such injury or claim resulting from my participation in my Volunteer Application, the acceptance or denial of my Volunteer Application, and/or my association with the Agency
 - (c) I understand that I am fully responsible for any damage to my personal vehicle and/or property during my volunteer involvement and that the Agency does not insure personal vehicles or property belonging to its volunteers
3. **Background Check.** I understand that my acceptance into Community Programs will be conditional on my successful completion of a background check, which may include contacting the references included in my Volunteer Application and/or a criminal record check, for the purposes of confirming my suitability for the Program. I agree to provide all necessary consents for such background checks.
4. **Privacy Notice.** The personal information provided by me or otherwise collected by the Agency in connection with my application will be used by the Agency for the purpose of evaluating and considering my Volunteer Application and, if accepted into a Program, for the purpose of administering the Program. This information may include my name, phone number, mailing address, date of birth, results of background check, and driver’s license and auto insurance information. My personal information will be maintained by the Agency on a confidential basis.
5. **Other Terms of this Agreement.**
- (a) In entering into this Agreement, I am not relying on any oral or written representations other than as set forth in this Agreement.
 - (b) This Agreement shall be governed by and construed pursuant to the laws of the Province or Territory in which the Agency is located.
 - (c) In the event that any provision or term of this Agreement is held to be invalid, illegal or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect.
6. **Media Consent.** Any photographs or video taken of volunteers by YWCA at programming may be used by the agency for purposes of promotional material including brochures, posters, media information, advertisements, audio-visual productions and web pages, such as the Agency website and social media. Photographs or video may also be shared with community and YWCA Canada for promotion:
If you do not agree with item #6 *Media Consent*, please check here:
7. **Confidentiality Agreement:** The confidentiality of the program participants information and activities is a key concern of YWCA Regina and accordingly the Organization has policies, procedures and practices are in place to protect the confidentiality of its participant’s personal information and safety.
- (a) That I will only access personal information on a need-to-know basis for performing volunteer services.
 - (b) That I will keep all personal information in my possession in the strictest of confidence and only use such information for the purposes of performing services as directed by the Agency.
 - (c) That upon no longer requiring the personal information for the purposes providing services on behalf of the Agency, I will return or destroy all copies of the personal information in my possession as instructed.
 - (d) Information gained or obtained through my involvement regarding participants, clients, or YWCA Regina will not be kept confidential and not shared with anyone outside the Agency.
 - (e) I acknowledge that I have read this confidentiality pledge and understand that a breach of it may result in a contravention of the Personal Information and Electronic Act or other applicable laws.

I acknowledge that I have read the terms of this Agreement, have been given an opportunity to obtain independent legal advice, and understand that it represents a waiver of certain of my legal rights, including my right to sue (subject to local laws). I further agree that such limits are reasonable and sign this Agreement freely, voluntarily and without duress.

Volunteer Applicant Signature	Date



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YWCA Regina requires volunteers successfully complete the following security clearance:

Criminal Record Check with a Vulnerable Sector Check*

*Must be completed within three months of application date

Regina Police Service
1717 Osler St. Regina, SK

- 2 pieces of ID are required (drivers license, social insurance, birth certificate, passport). Photo identification with date of birth and signature may be needed
- Be prepared for finger print verification if requested
- YWCA does not reimburse the fees incurred with obtaining this record check.
- The Regina Police Service policy states that record checks are valid for 30 days and can be reprinted at any time within 30 days.

Note: If you live outside Regina City Limits or if you don't have a permanent address in Regina, you will have to obtain the check from you local RCMP detachment.

LETTER OF INTENT:

To whom it may concern,

YWCA Regina provides programming to the community of Regina through free or low-cost programming including but not limited to in-school programming, mentorship, and recreational events.

YWCA Regina Community Programs has requested that this letter holder complete a Criminal Record Check with the Vulnerable Sector Check. They have applied to be a volunteer in one of our programming areas.

If a representative from your organization would like to further discuss this request please contact YWCA Community Programs at 306-525-2141.

Warmly,

Jasmine Farahani
Manager of Community Programs

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