



PROGRAM REQUIREMENTS FOR VOLUNTEERS

All Programs:

1. I understand that I will learn personal information about my Little and his/her family, which I will keep confidential.
2. I will maintain regular contact with Big Brothers Big Sisters (BBBS) support staff by responding to calls, letters and e-mails. I will also complete evaluations as requested by BBBS staff.
3. I understand that if a problem arises in my match relationship or with my Little's parent, I will contact BBBS Support Staff immediately.
4. If my place of residence or telephone number changes, I will notify BBBS immediately.
5. I understand the importance of properly ending a match relationship. Therefore, I will actively participate in the closure procedure as requested by BBBS Support Staff.
6. I agree to never leave my Little unattended or alone with any other person.
7. I agree to limit gift giving to special occasions.
8. I agree to abstain from any use of alcohol or illegal drugs while in the presence of my Little, and I agree to avoid situations in which others are engaging in this type of activity.
9. I agree to notify BBBS of situations that arise in my life that may affect my match, including but not limited to serious illness, change in marital/family status, contact with law enforcement, etc.
10. I accept complete responsibility for my actions as a volunteer with Big Brothers Big Sisters of Alaska. I agree to hold Big Brothers Big Sisters of Alaska and all the members, agents, representatives and employees of that organization harmless and free from liability for my actions as a volunteer in the Big Brothers Big Sisters Program.

Community Program:

1. I understand that seeing my Little consistently is one of the most important things I can do as a volunteer. Therefore, I will see my Little an average of 2 to 4 times a month for at least one year.
2. I will inform the parent of match activity plans and obtain their approval.
3. I will not engage in activities that pose a risk of injury (i.e., speeding, not using seat belts, consuming alcohol or drugs).
4. I will provide documentation that I maintain automobile liability insurance for any vehicle owned by me which will be used to transport my Little, and I will transport him/her only in vehicles which are covered by an automobile liability policy.
5. I understand overnight visits are allowed only after six months with approval from the Match Support Specialist.

School Program:

1. I understand that seeing my Little consistently is one of the most important things I can do as a volunteer. Therefore, I will see my Little an average of one (1) hour each week during the school year and maintain contact in summer.
2. I will contact the school and/or BBBS staff if I cannot attend my scheduled meeting or if I will be late.
3. I agree to see my Little only on school grounds, at school sanctioned activities or at BBBS staffed events. I will not transport my Little to/from school or events.
4. I will follow all school rules as outlined by school personnel and BBBS Support Staff.

Division of Juvenile Justice Re-Entry Program:

1. I understand that seeing my Little consistently is one of the most important things I can do as a volunteer. Therefore, I will see my Little at least weekly while he/she is in the facility. After his/her release from the facility the above guidelines for the **Community Program** will apply.
2. I will follow the guidelines provided by BBBS and Youth Facility staff regarding allowable items and activities inside and outside the facility.
3. I agree to hold the DJJ Youth Center, and all members, agents, representatives, and employees of this organization harmless and free from liability for my actions as a volunteer in the BBBS DJJ Re-Entry Program.

I have read the above requirements, which define my responsibilities as a volunteer with Big Brothers Big Sisters of Alaska. I agree to abide by them as long as I am in the program.

Volunteer Signature

Date