

VOLUNTEER AGREEMENT

We are pleased that you have decided to volunteer your services to the University of Southern California (Hereinafter referred to as USC) and the
Please check the appropriate box below:

I am:

- NOT currently working for USC as an employee (faculty, staff or student worker), as an employee of a temporary agency assigned to work at USC, or as an independent contractor providing services to USC. Should this status change, I agree to notify the immediately;
- Currently a USC employee (faculty, staff or student worker),
- A former USC employee (faculty, staff or student worker),
- An employee of a temporary agency assigned to work at USC, or
- An independent contractor providing services to USC; and I understand that the services provided as a volunteer are distinct and separate from the services provided in the capacity noted above and that I will not receive compensation, payment, benefits or other valuable consideration for the services provided as a volunteer under this agreement.

1. I acknowledge that I have initiated the request for an opportunity to volunteer. I acknowledge and agree that I am undertaking the volunteer arrangement for my own benefit and that the volunteer work that I perform primarily benefits me, not USC.

2. I agree:

- a. To abide by all rules, regulations, policies, procedures, practices and instructions of the university and to use reasonable care in all that I do. My compliance with university policy includes the responsibility to respect the highest level of privacy for all members of the university community while volunteering on USC premises.

Because many offices handle a variety of proprietary and private information concerning colleagues, students, patients, alumni, donors, and others associated with the university, protecting privacy is the responsibility of the entire university community. As a volunteer, I agree to not disclose or discuss any confidential information obtained from the university, school or departmental records, either during or after your volunteer work with the university. This includes, but is not limited to, intellectual property, proprietary trade information, student records, payroll figures, and personnel data such as employee home addresses, patient records and donor files.

- b. That as a university volunteer my participation in the activities outlined in the attached USC Description of Volunteer Service, I will not receive any compensation from USC. That document shall be considered a part of this agreement.

3. I understand that:

- a. The university shall have the right to release me as a university volunteer without prior notice. I understand that I do not have a formal work appointment for these particular services.
- b. Anything I may create (inventions, copyrightable works, etc.) during my volunteer period shall belong to the university and I hereby assign all my rights and interests in and to such creations to USC.
- c. As a university volunteer I am not entitled to employee benefits as a result of my university volunteer affiliation.

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4. USC agrees to provide me with third party liability insurance to protect me from any claims filed against me related to the duties described in the attached USC Description of Volunteer Duties. In exchange, I, on behalf of myself, my heirs, and my representatives do hereby release, indemnify, and hold harmless USC or any of its officers, agents, or employees from any and all liability, damage, or claim of any nature that arises out of or related to my volunteer activities.

Please complete the fields below and affirm your acceptance of the terms of this agreement with your signature. Also, please accept our sincere thanks for your valuable contribution to USC.

I am aware of the terms and conditions of this agreement and am signing this agreement of my own free will. Further, by signing this agreement I attest to the fact that I am eighteen years of age or older.

This agreement is valid for the period beginning _____ and ending _____

I will spend approximately _____ hours _____ providing volunteer services.

Name of Volunteer:

University Volunteer' s Signature:

Date:

Home Address:

Telephone:

E-mail:

Recipient of Volunteer Services: Department/Location (e.g. Chemistry/SGM 105)

USC Faculty/Staff that I will be reporting to:

Volunteer Services I will provide: