

MEDIA CENTER

VOLUNTEER CONTRACT



MEDIA CENTER
Lights! Camera! Community Action!

As a volunteer, you are an important member of our organization, and represent the Midpeninsula Community Media Center (the “Media Center”) to the community at large. For a better understanding of what you can expect as a volunteer and what is expected of you by our organization, we ask you to read and sign the following Volunteer Contract (the “Contract”).

As a volunteer, you are not an employee, contractor, or joint venture of the Media Center, and you will provide services under this Contract on a voluntary basis with no expectation of compensation or benefits. Specifically, you will not earn or receive wages, salary, bonus or compensation of any kind, nor are you eligible for or entitled to benefits, including but not limited to: health coverage, unemployment insurance, holidays, paid vacation, sick leave, workers’ compensation, disability, California state disability insurance, unemployment insurance, paid family leave benefits or other insurance coverage. By signing this Contract, you hereby acknowledge and represent that it is your intent, as it is the intent of the Media Center, to provide services under this Contract as a volunteer as described in this Contract.

The Media Center will provide for you:

- Comprehensive orientation and training sessions for specific equipment you will be operating;
- Opportunities for professional development and social interaction with other volunteers;
- An opportunity to learn about television broadcasting, as well as community issues and events;
- A description of the duties and responsibilities you will be taking on as a volunteer; and
- The Media Center is responsible for maintaining, and will maintain at all times during your volunteer services, general liability, real property and accidental insurance coverage for the Media Center and its business invitees, including yourself.

The Media Center expects that you:

- Read through, understand and abide by the Media Center policies and procedures as they are or will be implemented from time to time;
- Always put safety first, taking special care around cables, lights, ladders and studio production equipment;
- Work out a schedule that is acceptable to both you and the Media Center;
- Choose an assignment within your abilities, interests, and time;
- Attend a scheduled orientation, training classes, and tour of the organization;
- Notify the organization beforehand if you will be absent;
- Conduct yourself in an appropriate and ethical manner at all times when dealing with visitors, board members and staff;
- Agree to and sign a legal release and agreement to indemnify the Media Center (both are below);
- Have fun and ask questions if needed. Remember we are here for you!

You are free to terminate your volunteer services with the Media Center at any time and for any reason whatsoever simply by notifying the Media Center. Likewise, the Media Center may terminate your volunteer status and refuse further services from you at any time, with or without cause or advance notice.

This Contract forms the complete and exclusive statement of your agreement to provide volunteer services to the Media Center. It supersedes any other agreements or promises made by you, or to you by anyone, whether oral or written. The terms of this Contract cannot be changed except in a written agreement signed by you and by the Media Center.

By your signature you acknowledge that you have read, understand, and agree with all parts of this Contract and will strive to fulfill all parts therein.

RELEASE AND INDEMNITY AGREEMENT

I hereby acknowledge that my volunteer services to the Media Center may bring me into contact with or involve my operating studio facilities, equipment and other resources, including but not limited to, cables, ladders, lights and electrical equipment. I understand that volunteer activity for the Media Center may present the possibility for injury, serious bodily harm, or death and I hereby assume that risk.

I hereby agree to waive and release, to the fullest extent permitted by law, any and all claims for personal injury, property damage, economic loss or wrongful death that I might otherwise have, whether caused by negligence or other acts, against the Media Center, the Media Center facility, the City of Palo Alto, and its and their respective directors, officers, agents, and employees (collectively, the "Released Parties") arising out of my participation in volunteer activity for the Media Center.

I hereby agree to indemnify, defend, and hold the Released Parties harmless against any claims by persons or entities for personal injury, property damage, economic loss or wrongful death resulting in any way from my participation in volunteer activity for the Media Center.

I HAVE CAREFULLY READ THIS AGREEMENT AND UNDERSTAND THAT IT IS AN AGREEMENT TO INDEMNIFY THE MEDIA CENTER AND THE OTHER RELEASED PARTIES AND IT IS A RELEASE OF LIABILITY AND A PROMISE NOT TO SUE OR MAKE A CLAIM.

Volunteer Signature

Date

Volunteer Print Name

Parent Signature if under 18

Date

Production Manager or Executive Director

Date