

VOLUNTEER APPLICATION FORM

Thank you for your interest in volunteering at Light The Night! There will be online training to prepare volunteers for their job duty. You will be contacted for dates/times closer to the event.

Orange County; September 19th
Angel's Stadium

Inland Empire; October 17th
Cal Baptist University

Pre-event Shift (Friday):

Event Set-up (2:00 pm – 6:00 pm): Set-up tables, chairs, hang signage, decorations, etc.

Day of Event shifts (Saturday):

Event Set-up (9:00 am - 1:00 pm): Set-up tables, chairs, hang signage, assemble lanterns, etc.

Registration (3:00 pm - 8:00 pm): Register participants, collect envelopes, distribute wristbands, and provide information about the walk.

Food Trucks (3:00-9:00): Help maintain the "Food Truck Alley" making sure lines run smoothly.

Activities (3:00 pm – 8:00 pm)

Kids Zone: Assist with entertainment activities such as rock climbing wall and bounce houses.

Water Tent: Supply water to Walkers.

Lanterns: Lantern assembly and hand out lanterns to Walkers.

Walk Route Volunteers (5:30 pm – 10:00 pm) Cheer on walkers along the Walk route and then clean up along route.

Event Strike Team (8:00 pm -10:00 pm): Tear down of event set-up and other supplies.

Have you ever volunteered for Light the Night? _____ If Yes, what year(s)? _____

If No, how did you hear about us? _____

Name: _____

Age: under 18 18-25 26-40 41-50 51-60 61+

Phone: (H) _____ (C) _____

Address _____ City _____ State _____ Zip _____

E-mail _____

At what time(s) can you volunteer? _____ 2:00 pm - 6:00 pm to Set-up on Friday (day before Walk)
 _____ 9:00 am - 1:00 pm to set-up on Morning of the Walk
 _____ 3:00 pm - 8:00 pm for booths during event
 _____ 8:00 pm - 10:00 pm to tear down event

Please note that the time slot selected is not guaranteed until you have been contacted by a Light the Night staff member. We ask that you be available for the entire shift. You will be assigned your specific job duty on the day of the event; we cannot let you know which area you will be in prior to the Walk.

I understand and agree that I am voluntarily participating in the Light The Night Walk, through The Leukemia & Lymphoma Society, at my own risk and my own request. I am in good health without any medical & physical restrictions. I will wear properly fitting footwear with good traction enabling me to walk safely on all surfaces and conditions. I will wear appropriate clothing without holes or offensive words/images. I can also see well at night and will not need any special assistance. I also give permission for the free use of my name, picture, and voice in any broadcast, telecast, print account or any other account in any medium of this event. I understand that bicycles, inline skates, "wheelie" footwear, skateboards and scooters are not permitted. Under 18 years old:

Fundraising goal is \$50.00 to be able to volunteer and receive credit.

Signature: _____ **Date:** _____

**If under 18, please also fill out the Youth Volunteer Agreement on page 2 [over 18, please leave page 2 blank]*

Please send your completed form back by mail, fax or email to Carina Burling

765 The City Drive, Suite 450, Orange, CA 92868

Ph: (714) 481-5614 Fax: (714) 481-5677 Carina.Burling@lls.org

YOUTH VOLUNTEER AGREEMENT

Welcome to the Leukemia & Lymphoma Society's Light the Night Walk! We hope you'll have a great time as you raise money and help fight cancer. The Leukemia & Lymphoma Society's goal is to provide a safe, fun, and positive experience for all Light the Night participants. As a youth volunteer, you play a valuable role in attaining this goal. Please read through this participation agreement and sign below.

While volunteering, Light the Night participants shall:

- Respect the individual rights, safety, and property of others.
 - Avoid displays on overly affectionate behavior.
 - Not participate in obscene and/or discriminatory language or roughhousing
 - Not be insubordinate to chaperones/leader in charge of the event.
 - Not possess or use weapons, alcoholic beverages, tobacco and/or illegal drugs at any event, activity, or meeting, or remain in the presence of individuals who possess or use these items.
 - Abide by all rules of the attended event, activity or meeting.
 - Participate in activities to the best of his or her ability.
 - Notify a chaperone of staff person if he or she has concerns or medical needs during Light the Night.
 - Not engage in conversations or activities that are sexual in nature.
 - Not leave the event site(s) without permission from the chaperone and parent/guardian.
- Pay any costs related to damage or destruction of property that he or she incurs, including any property damage to other Light the Night participants or to third parties. Such costs will be charged to the youth participant and/or their parent(s).

Disciplinary Action

Penalties and/or disciplinary action for infractions of this code of conduct may include any or all of the following:

- Sending youth home.
- Barring that member from future Leukemia & Lymphoma Society activities.
- Being held responsible for the cost of damages and repairs in the event of damage/destruction of property.
- Releasing the member to the nearest law enforcement agency and/or the proper authorities for significant violations of state law.

Team chaperone will notify parents of any actions taken.

I acknowledge receipt of this document and acknowledge that I have read and agree to abide by the guidelines in this document. I am aware that if I violate the agreement, the staff may, at their sole discretion, terminate my participation, and my parent/guardian will be contacted and required to provide me with transportation home at my own expense. Additionally, I understand that the Leukemia & Lymphoma Society works with partner organizations and at its discretion may report any disciplinary action to partner organizations.

Youth Participant's Signature _____ Date _____

Parent's Signature _____ Date _____

CHAPERONE AGREEMENT

The Leukemia & Lymphoma Society requires one chaperone older than 25 for every 10 youths. For this event, a youth is considered anyone younger than 18. The following guidelines are designed to help volunteers understand their responsibilities while performing within the scope of the Leukemia & Lymphoma Society chaperone position. Chaperones are expected to abide by all Leukemia & Lymphoma Society policies. As an adult participant, you play a valuable role in providing a safe, fun, and positive experience. Please read through this agreement and sign below.

Adult Chaperone is required to:

- Respect the individual rights, safety, and property of others and not use obscene or discriminatory language.
 - Not discriminate in any policies, procedures, or practices on the basis of race, religion, color, national origin, sex, gender, marital status, sexual orientation, age, veteran status, medical condition, or disability.
 - Have a valid driver's license and carry proof of automobile liability insurance if the volunteer leader is to use a motor vehicle to transport self or others & ensure that all passengers use seatbelts.
 - Not possess or use alcohol and/or illegal drugs (or be under the influence thereof) while involved in any Leukemia & Lymphoma Society event, meeting, or activity.
 - Make all reasonable efforts to supervise the team, account for members' whereabouts, and not leave the site.
 - Not allow any youth to leave the event premises unless authorized by the youth's parent/guardian and notifying the LLS staff partner.
 - Complete and keep on person the Youth Emergency Contact List.
 - Represent the Leukemia & Lymphoma Society to youth and adults
- by conducting themselves courteously in manner and language, exhibiting good sportsmanship, serving as a positive role model, and demonstrating reasonable conflict resolution skills.
 - Abide by all applicable laws plus Leukemia & Lymphoma Society policies and guidelines. This includes, but is not limited to, child abuse, fiscal management procedure, and substance abuse.
 - Accept supervision and support from salaried staff or designated management volunteers.
 - Accept the responsibility to promote and support the vision, mission, and values of the Leukemia & Lymphoma Society.
 - Ensure that youth team members follow ground rules and participate in Light the Night activities.
 - Appreciate the valuable roles that youth play in Leukemia & Lymphoma Society.

Chaperones will be notified of any violations of the ground rules itemized on the Youth Volunteer Agreement. If the problem persists, the youths will be asked to leave the premises for the remainder of the event. In some cases, this may necessitate the chaperone calling the emergency contact person.

I have read this document, I understand its contents, and I agree to its terms. I also understand that if I do not follow the above guidelines, my participation in the Leukemia & Lymphoma Society activity will be terminated.

Chaperone's Signature _____ Date _____