



Volunteer Onslow

The Jacksonville-Onslow Volunteer & Nonprofit Resource Center

SERVICE PARTNER APPLICATION

Organizational Information		
Name of Organization:		
Street Address:		
City:	Zip:	Website:
Phone:		Fax:

Agency Personnel	
Executive Director:	Email:
Service Partner Liaison: <small>(Individual authorized to work with Volunteer Onslow)</small>	
Position/Title of Liaison:	
Liaison Phone/Ext:	Email:

Agency Description- *Please provide the mission and a brief description of the agency— attach, if necessary:*

VOLUNTEER UTILIZATION

1. Do you have a designated volunteer coordinator for your agency? Yes No
2. Do you provide training and/or orientation for your volunteers? Yes No
3. Do you provide any other support or benefits to your volunteers? Yes No
4. How do you utilize volunteers at your agency?

5. Any other helpful information we should know, pertaining to volunteers and how they're managed, recognized or oriented to your organization?





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RELEASE OF LIABILITY & MEMORANDUM OF UNDERSTANDING

Release of Liability:

1. The undersigned Service Partner (“Partner”) is or will be working with The Jacksonville-Onslow Volunteer & Nonprofit Resource Center (“Volunteer Onslow”), a program of United Way of Onslow County, to perform volunteer services in connection with various types of community service activities.
2. Partner hereby releases and discharges Volunteer Onslow, United Way of Onslow County, and its directors, officers, employees, and related parties from any and all liability or responsibility for any accident or injury to person or property which may occur during the course of such community service activities.
3. Partner shall indemnify and hold harmless Volunteer Onslow parties from and against any damage, claim, loss, liability, or expense incurred in connection with or arising out of any accident or injury to property which may occur.
4. Background checks or additional screening will be the responsibility of the Partner.

Memorandum of Understanding:

The Partner agrees to the following:

1. Attend a training orientation on effective volunteer management best practices and utilizing Get Connected, Volunteer Onslow’s web-based volunteer and service management system.
2. Accurately maintain service hour records by turning in Service Hour Logs frequently, or after events.
3. Provide notice in the event of any change with the agency’s executive director or service partner liaison.
4. Consistently update Service Partner page on Get Connected with new opportunities, updated opportunities, or dropped opportunities.
5. Connect with volunteers responding to Service Partner needs within 3 days of Need Response notification.

Your signature and agreement to the terms mentioned in this document are vital to a successful partnership. Upon completion, Volunteer Onslow will schedule a site visit with you learn more about your organization, how it utilizes its volunteers, and what Volunteer Onslow can do for your agency.

Service Partner Organization: _____

Authorized Signor: _____ Print Name: _____

Title: _____ Date: _____

Volunteer Onslow

Authorized Signor: _____ Print Name: _____

A site visit has been scheduled for: _____

Meeting with: _____

A program of
United Way of Onslow County
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