



Volunteer Agreement (HR-12)

Volunteers are not hired. A volunteer is someone who performs a service for civic, charitable, or humanitarian reasons, without the promise, expectation, or receipt of compensation in the form of wages, for services rendered. The federal Fair Labor Standards Act (FLSA) covers the definition and use of volunteers. The FLSA protects individuals from manipulation or abuse of minimum wage or overtime requirements that might pressure them to “volunteer” time that otherwise would have to be compensated. Employees should never feel pressured to volunteer or work for free. Therefore, to be considered a volunteer, an individual must:

- Offer their services freely.
- Not be employed by the University.

University’s Assent

We, Ohio Valley University, agree to accept the services of _____
(volunteer) beginning ____/____/____.

Volunteer’s Assent

I, _____ (volunteer), agree to serve as a volunteer at Ohio Valley University, in accordance with the policy statement outlined above.

Signatures

Volunteer _____ Date ____/____/____

Supervisor _____ Date ____/____/____

Please complete this form and return it to the Human Resources Office.