



HUMAN RESOURCES DEPARTMENT

VOLUNTEER WORK AGREEMENT

_____ (volunteer) and _____ (supervisor)
hereby agree to this voluntary work agreement scheduled to begin
on _____ .
(Date)

Duties and Responsibilities of Volunteer

Volunteers agree that their internship is of a voluntary nature from which they will benefit by receiving academic credit and/or on the job training. Volunteers are not considered employees of Wake Forest University nor any of its affiliates. Volunteers have no right to typical benefits of employees, such as minimum wage, retirement, sick leave, paid vacation, holiday pay, or other such compensation.

On-Site Supervisor (Signature)

Volunteer (Signature)

Supervisor: _____
Department: _____
Phone: _____

Volunteer: _____
Address: _____
Phone: _____

Please return the original signed agreement to Human Resources, and retain a copy for departmental records.

When the volunteer becomes inactive, please return your copy to Human Resources with the termination date entered here: _____