



Saskatoon Friendship Inn

619 20th Street West

Saskatoon SK S7M 0X8

Phone: (306) 242-5122

Fax: (306) 242-1291

E-mail: friendship.inn@shaw.ca

Student Volunteering Application

(this application is required for students completing more than 15 hours for school requirement)

Name: _____ Date: _____

Address: _____ Telephone (#1): _____

Postal Code: _____ Telephone (#2): _____

Email: _____

School: _____

Program: _____

Class and Instructor for which you are completing volunteer hours: _____

Requirements for your volunteer experience (Number of hours, other specifics)*

**Please discuss these requirements with the volunteer coordinator at time of application.*

Do you have any previous work experience with the Friendship Inn? _____

If yes, please describe: _____

How often do you anticipate you will come to volunteer?

- 1) Weekly
- 2) Monthly
- 3) Whenever my schedule allows
- 4) More than once/week

Emergency Contact information:

Name: _____

Relationship to you: _____

Phone: _____

Drop off this application at the Friendship Inn (619 20th Street W) or email to friendshipinn.volunteer@shaw.ca

Call 306-242-5122 for more information or to set up a time to meet with the volunteer coordinator



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Letter of Confidentiality

I _____ understand that everything that happens at the Saskatoon Friendship Inn is confidential and that I am not to repeat names or specific situations that happen at the Inn to anyone outside of the workplace. I will always have the best interest of the Friendship Inn in mind.

I may, on occasion, tell a story about something that happened at the Inn, but no names are to be used outside of the Friendship Inn. Failure to comply with this agreement is reason for dismissal.

Signed _____

Dated _____

Removal of Goods from the Saskatoon Friendship Inn

No food or other goods are to be given away to staff, volunteers, or fine-option workers. Here are the details of the removal of goods policy of the Friendship Inn:

- All items donated to or purchased by the Saskatoon Friendship Inn are the property of the Inn.
- **Under no circumstance** are staff allowed **to take for their personal use** or **give to others,** **ANY property of the Inn.**
- All staff are responsible to ensure that no volunteers or fine-option personnel take items belonging to the Inn and any incidents of theft must be reported to the Executive Director immediately.
- Any items not required by the Inn will be donated to a suitable organization/families/individuals to be determined by the Executive Director.
- The Executive Director may, at her discretion, allow staff to take items not needed by the Inn.

Surveillance cameras are located inside the Inn and are being monitored on a 24-hour basis. Any future incidents where staff members are caught taking or giving away any property of the Inn except as outlined above will be considered theft and will be grounds for immediate dismissal. Any volunteers or fine-option personnel caught stealing will be immediately banned from volunteering/working of their fine, and will not be allowed back in the Inn unless attending as a guest.

I have read and understand this policy.

Signed _____

Dated _____