

Volunteer & Internship Opportunities

Job Description: Volunteers and interns are welcome to gain experience in our After School Program and Summer Camp. Volunteers and interns will have the chance to interact with children ages 5-12 years old. Duties will include helping children with academic work, assisting students in creative arts and science projects, and facilitating other indoor/outdoor activities. The ideal candidates should have a positive attitude, good work ethic, willingness to learn, be able to work well with peers, and have good supervision skills.

Schedule & Pay: After School hours are Monday through Friday between the hours of 12:00 PM - 6:30 PM. Summer Camp hours are Monday through Friday from 8:30 AM - 6:00 PM. Volunteer and internship schedules may vary depending on the individual's availability. There is no monetary compensation for volunteers or interns.

Responsibilities:

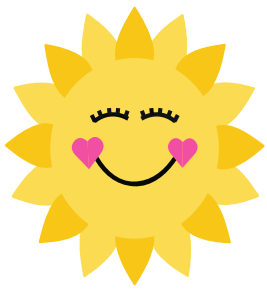
- Providing a warm, loving, interactive, and nurturing environment for our students. Our goal is to help each child to develop physically, emotionally, socially and cognitively
- Providing safe, fun, educational, and recreational activities
- Assisting in supervising indoor and outdoor play activities
- Providing homework assistance (After School Program)
- Using conflict resolution strategies to solve problems between students
- Cell phone use is prohibited during volunteer hours
- Closed toe shoes and appropriate clothes are required: tank tops/shorts/dresses ARE NOT ALLOWED

Qualifications:

- Volunteers are 14 years of age or older. Interns are 18 years of age or older.
- Volunteers and interns who dedicate more than 16 hours per week at the school need to successfully pass a background check and provide proof of Negative TB results.
- Excellence in interpersonal relationships and communication
- A passion for working with young people
- Volunteer and interns need to complete the Sunshine Agreement that follows this page

SUNSHINE SCHOOL

PH: 408.839.3364 | EMAIL: HR@MYSUNSHINESCHOOL.COM



Sunshine School

Volunteer & Intern Agreement

Name: _____ Address: _____

Phone: _____ E-mail: _____ Organization (if applicable) _____

In Case of an Emergency, contact: Name: _____ Phone: _____

As a volunteer or intern at Sunshine School, you consent to the following:

1. Treat all students, parents, staff and other volunteers/interns with respect
2. Honor the Sunshine School 48 hour cancellation/rescheduling policy when possible
3. Closed toe shoes and appropriate clothes are required: tank tops/shorts/dresses ARE NOT ALLOWED
4. Sunshine School reserves the right to terminate any volunteer/intern arrangements if it causes any inconvenience for Sunshine School.
5. You are required to stay the entire shift, unless prior arrangements are discussed.
6. Volunteers are 14 years of age or older. Interns are 18 years of age or older.
7. Do not hesitate to communicate with the Director if you have any questions or concerns.
8. Please be prompt when arriving and leaving the school.
9. Volunteers and interns who dedicate more than 16 hours per week at the school need to successfully pass a background check and provide proof of Negative TB results.

Waiver and Release: Volunteer/Intern does hereby release and forever discharge and hold harmless Sunshine School and assigns from any and all liability, claims and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from work for Sunshine School. Volunteer/Intern understands that this Release discharges Sunshine School from any liability or claim that the Volunteer/intern may have against Sunshine School with respect to any bodily injury, personal injury, illness, death, property damage, or any other liability that may result from work for Sunshine School, whether caused by the negligence of Sunshine School or its officers, directors, employees, agents or otherwise. Volunteer/Intern also understands that Sunshine School does not assume any responsibility for, or obligation to provide, financial assistance or other assistance, including, but not limited to, medical, health, Workers' Compensation or disability insurance in the event of injury or illness.

Non-Disparagement: During the Term and thereafter, Volunteer or Intern agrees to take no action which is intended, or would reasonably be expected, to harm Sunshine School, its, or their reputation; or which would reasonably be expected to lead to unwanted or unfavorable publicity to Sunshine School.

I HAVE CAREFULLY READ THIS CONTRACT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE FROM LIABILITY AND A CONTRACT BETWEEN MYSELF AND SUNSHINE SCHOOL, AND I SIGN IT OF MY OWN FREE WILL.

Name (please print)	Signature	Date
If under 18 years, Parent/Guardian Name (please print)	Guardian Signature	Date