



INDIVIDUAL VOLUNTEER SERVICES AGREEMENT

VOLUNTEER CONTACT DETAILS:

NAME: _____ ADDRESS: _____
 PHONE: _____ EMAIL: _____
 EMERGENCY CONTACT NAME: _____ PHONE: _____

BC PARKS SUPERVISOR CONTACT DETAILS:

NAME: _____
 PHONE: _____ EMAIL: _____

Agreement Initiation Date: _____ **Termination Date:** _____

I hereby agree with Her Majesty the Queen in Right of the Province of British Columbia, represented by the Minister of Environment (the "Province"), to provide the following services on a voluntary basis:

Activity	Dates (From)	Dates (To)
<list as many as necessary>		

<note: click 'Tab' button from last cell to add additional activity rows>

I have sufficient skills, and am able to and agree to perform the subject volunteer services to the best of my ability and to fulfill time and duty commitments as required, or to provide adequate notice so that alternate arrangements can be made.

I agree to disclose to the Province any interest I have that might be construed as being in real, potential, or apparent conflict with the Province's interest, responsibilities and duties in the project for which I am providing the volunteer services.

I agree that in providing services under this Agreement I will not be an Employee or Agent of the Province, and I am not entitled to and do not expect any salary, wages, or other benefits for services provided.

I agree that I will be providing services under the direction of the BC Parks Supervisor named above and I will comply with the Province's rules and procedures regarding volunteer services and the project that I am providing volunteer services for.

I agree that I will at all times maintain the confidentiality of information received in the course of my services under this Agreement.

I agree that all material, equipment and other goods provided by the Province for my use under this Agreement (other than expendable materials) will be returned to the Province on completion of the services or as required, in the same condition as when received, reasonable wear and tear excepted. If any such material, equipment or other goods are damaged during the course of my volunteer activities I will report such damage, and return the damaged item as soon as possible, to the BC Parks Supervisor.

I understand that for the performance of my duties under this Agreement I will be covered by the Province's Volunteer General Liability Insurance (which shall be excess over any other valid and collectable insurance available to me) for bodily injury or property damage I cause to others and by the Province's Volunteer Accidental Death and Dismemberment Insurance for injuries I may sustain myself, subject to the terms and conditions of each policy in force at the time of the loss.

I hereby authorize the Province, if applicable, to conduct a Criminal Records check and/or security screening in accordance with the Province's Security Screening Policy.¹

I have read and understand all of the information in this document and agree to conduct my activities in accordance with its contents.

VOLUNTEER SIGNATURE: _____ DATE: _____

PROVINCE'S REPRESENTATIVE SIGNATURE²: _____
DATE: _____

WITNESS NAME: _____

WITNESS SIGNATURE: _____ DATE: _____

CRIMINAL RECORD CHECK REQUIRED?

YES NO

¹ Found here: http://www.bcpublicserviceagency.gov.bc.ca/policy/HR_policy/14_Security_Screening.htm.

² Must be signed by the supervisor of the BC Parks volunteer project supervisor listed at the top of this agreement.

Optional Photo/Video Release

I hereby grant to Parks and Protected Areas Branch, Ministry of Environment (“BC Parks”) the right to reproduce, use, exhibit, display, broadcast, distribute and create derivative works of the photographed/videoed images of me taken for use in connection with the activities of BC Parks or for promoting, publicizing or explaining BC Parks or its activities. This grant includes, without limitation, the right to publish such images in BC Parks publications and PR/promotional materials, including the website. These images may appear in any of the wide variety of formats and media now available to BC Parks and that may be available in the future, including but not limited to print, broadcast, videotape, CD-ROM, website and electronic/online media.

Signature _____ Date: _____



INDIVIDUAL VOLUNTEER JOB DESCRIPTION

BC Parks Volunteer Job Title: Tweedsmuir Ski Club Volunteer

Date: _____ November 23, 2015 _____

BC Parks Supervisor Contact Details:

NAME: ___ Steven Hodgson _____

PHONE: _____ 250) 982-2701 ext. 2223 _____ EMAIL: Steven.Hodgson@gov.bc.ca _____

Short Summary of Job Description:

The general duties of the Tweedsmuir Ski Club(TSC) are: maintain cross country ski trails and snowmobile trails; maintain day use and overnight cabin facilities; and, operation and maintenance of a passenger rope tow for public use and its shelter.

Responsibilities of the Volunteer:

- Maintain the motor, electrical, cable and handles of the passenger rope tow.
- All passenger rope tow operators must receive training from a qualified lift contractor with Lift 150 certification as designated by the BC Safety Authority and must demonstrate competency prior to becoming a volunteer operator.
- Cutting firewood for day use and overnight cabins from dead and downed trees or trees that are used for trail clearing.
- Trail marking with approved trail markers.
- Monitor visitor use.
- Trail clearing: trail clearing may require the use of brush saws, chainsaws and manual cutting tools.
- Tree falling: if any tree falling is to occur, it will first need to be approved by the BC Park supervisor and be completed by a certified faller.
- Ensure that the appropriate level of first aid and transportation is on site for each project.
- The TSC will report to BC Parks any serious accident or safety concerns reported to the TSC, or discovered by the TSC, involving a volunteer or regarding the trails and structures within the Operating Area, as outlined in Appendix A in the MOU.
- General maintenance of overnight and day use cabins.
- Safe operations of grooming equipment.
- A safe operation of ATV's during summer maintenance.
- Safe operation of snowmobiles during the winter season.

Supervision provided by BC Parks:

- BC Parks will periodically inspect facilities and trails.
- If time allows, BC Parks may take part in summer trail work initiatives.

Required Qualifications, Inspections and Certifications:

The TSC will ensure they maintain these inspections and certification for the operations of the passenger ropeway:

- i. A Contract License that is issued to one TSC representative for the overall responsibility of passenger ropeway operations;
- ii. A valid annual Operating Permit for the passenger ropeway;
- iii. All operators of the passenger rope tow will attend a one day training session;
- iv. An annual safety inspection conducted by the BC Safety Authority, unless the BC Safety Authority does not attend; and,
- v. All inspection and operating documents will be forwarded to the BC Parks representative and posted at the day lodge.

Time Commitment:

- Position begins on December 1st and ends on November 30th annually.