

St. Tammany SALT Council SALT-Teen Volunteer Application

PLEASE PRINT

Name _____
Last First M.I.

Address _____
Street City St Zip Code

Telephone () _____ () _____ E-Mail _____
Home Cell

Birth Date (MM/DD/YYYY) _____ Drivers License # _____ State _____

Emergency Contact _____
Name Telephone Relationship

School _____ Grade _____

School Club (If any) _____

Please tell us which areas interest you as a volunteer

Web Site Development Events Fundraising Data Entry Public Speaking

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities: _____

I affirm that the facts set forth are true and complete, and that acceptance and continued membership is subject to approval of the St. Tammany SALT Council Executive Board.

Signature _____ Date _____

Do Not Write Below This Line

Referral/Source _____

Background Check Approved by _____
Signature Date

SALT Council Approval _____
Signature Date

St. Tammany SALT Council SALT-Teen Volunteer Application

Volunteer Program Eligibility Requirements

The SALT-Teen program is designed to encourage students to volunteer in the public charity environment. The program will include interaction with SALT Council volunteers, many of whom are over 60 years old, and may include contact with SALT Council clients who are even older. These elders deserve to be treated respectfully and with some deference to their life experience. SALT Council clients, volunteers and professional members expect professionalism in the operation of the Council. The following eligibility requirements for participation as a SALT-Teen are intended to facilitate that appropriate conduct.

1. Age – SALT-Teens must be at least 13 years old by August 1 of the year when membership is requested.
2. Grades – SALT-Teens must remain in good standing scholastically.
3. Conduct – SALT-Teens must conduct themselves so as to bring no discredit to the St. Tammany SALT Council.
4. Parental Consent – SALT-Teens under the age of 18 years or if still in high school may participate only with written permission from a custodial parent or legal guardian.

The SALT-Teens will develop any other rules and regulations through consensus and with the approval of the SALT Council Chairman or his designee. All members will be given a written copy of all SALT Council organizational documents, including the By-laws and the Policy & Procedures Manual.

Parents of SALT-Teens are welcome to attend activities to observe or to participate in the supervision of the SALT-Teen members. Parents will be given contact information for SALT Council officers and complete location and contact information for any SALT-Teens event.

As the custodial parent or guardian of this applicant, I give permission for his/her membership and participation in the SALT-Teens program sponsored by the St. Tammany SALT Council, Inc.

Print Name _____

Signature _____ Date _____

Mail Completed Application To:

**St. Tammany SALT Council
PO Box 596
Mandeville, LA 70470-0596**

E-Mail Inquiries To: info@stsalt.org Phone Inquiries: 985-809-5450

St. Tammany SALT Council Policy & Procedures Manual Revision

The following will be added to the SALT Council Policy & Procedures Manual so all Council members, including members of SALT-Teens, will have clear guidelines on the management of the program.

The SALT-Teen program is designed to encourage students to volunteer in the public charity environment. The program will include interaction with SALT Council volunteers, many of whom are over 60 years old, and may include contact with SALT Council clients who may be older. These elders deserve to be treated respectfully and with some deference to their life experience. SALT Council clients, volunteers and professional members expect professionalism in the operation of the Council. The following eligibility requirements for participation as a SALT-Teen are intended to facilitate that appropriate conduct.

Age – SALT-Teens must be at least 13 years old by August 1 of the year when membership is requested.

Grades – SALT-Teens must remain in good standing scholastically.

Conduct – SALT-Teens must conduct themselves to bring no discredit to the St. Tammany SALT Council. Smoking, possession or use of alcoholic beverages, dangerous drugs and/or narcotics, is not permitted during SALT Council activities.

Parental Consent – SALT-Teens under the age of 18 years or if still in high school may join and participate only with written permission from a custodial parent or legal guardian.

Transportation - SALT-Teens will not be transported by any SALT Council member without parental permission. Permission slips signed by a parent/guardian are required in advance, and the SALT Council member must provide proof of insurance and a valid driver's license.

Safety - SALT-Teens must be accompanied by a SALT-Teen buddy during activities scheduled and supervised by the SALT Council. SALT-Teens will not be left alone or separated from the group, or one-on-one with other SALT-Teens other than reasonably necessary for restroom breaks. SALT-Teens will not accompany children, adults, or other SALT-Teens into restrooms or any other secluded location.

Supervision – A SALT Council adult member will be present and available to the SALT-Teens during activities scheduled and supervised by the SALT Council.

Activities – Details of all activities will be clearly defined in advance of all activities scheduled and supervised by the SALT Council.

Meals – Appropriate food will be provided for SALT-Teens by the SALT Council at no charge. A general description of the food will be included with the details of the activities, and consideration will be given to the special dietary needs of any SALT-Teen who, at least one day before an activity, advises the designated SALT Council member of the dietary requirement.

Record-keeping – SALT-Teens will initial the activity sign-in sheet upon arrival at the activity site, and will enter the arrival time. When the activity is concluded, the SALT-Teen will enter the departure time. SALT-Teens will submit monthly time sheets to record their activities. The SALT Council will record the hours and will provide it to parents and school sponsors and administrators when requested. Certificates will be given to each SALT-Teen at the end of the school year to demonstrate the participation and number of hours donated to the SALT Council. Upon receipt of an inquiry from prospective employers or educational institutions, the SALT Council will provide a copy of the certificate, provided the inquiry is accompanied by a release of information authorization signed by the SALT-Teen.