



## KINSHIP VOLUNTEER RESPONSIBILITIES -- MATCH AGREEMENT

1. You are responsible for contacting the child you are matched with each week and spending a minimum of six hours each month with them. Some mentors establish a regular meeting day for each week while others prefer to flex their schedules. This contact can be activities some weeks, and phone contact or written notes on weeks when it is not possible for you to get together with your Kinship Youth. The day, length of time, and activity will depend on your schedule and interests and those of the child.
2. Volunteers should be prompt and dependable and avoid disappointing cancellations. In the event of illness or other emergency, please notify the parent and child as soon as possible.
3. A definite time for pick-up and return of the child should be agreed upon with the parent. Make sure you know that someone will be there when you plan to return. If you think you may be late returning for any reason, please call the parent to save them worry and to make sure the delay will not create a problem.
4. You should get prior parental approval for all activities. Any new activity which might be questionable should be discussed with the parent before bringing it up with the child. This allows the parent to make you aware of any health problems or restrictions the child may have. Choose activities carefully, you are responsible for the child's safety!
5. The Kinship relationship emphasizes one-on-one interaction between the volunteer and child. After the initial introduction period, keep time spent with the child's parent or siblings to a minimum. You may want to bring friends or other people along occasionally, but avoid doing so on a regular basis. Only kinship Youth are allowed to attend group activities.
6. Try to keep expenses to a minimum. You should not feel obligated to spend money on the child. Your time is the most valuable gift you can give. If you do plan activities that involve a cost, make sure the parent is comfortable with the arrangements. Some will offer to contribute, but some may not be able to. Be clear about what you are willing to do and sensitive to the parent's feelings.
7. The volunteer is not a substitute parent or disciplinarian. You are allowed to exercise reasonable control of the child when you're together, but this should not be excessive or include any form of physical force or restraint. You should discuss any discipline problems privately with the parent or Kinship staff.
8. Although volunteers may be honest about their own values and religious beliefs, please do not push them on the child. Try to respect the values and beliefs of the child's family. Your example may accomplish more than persuasive words.
9. Please notify the Kinship office, as well as the child and parent, of any change in your ability to meet your volunteer commitment so that alternate arrangements can be discussed. Never simply stop seeing or calling a child.

10. Please notify the Kinship office immediately about any changes in your address, phone, email or employment. It is very important for us to be able to keep in touch with you through mailings and by phone.
11. There are to be no overnight activities between you and the child until six months after the match is made. At that time, you must talk to the Kinship director for approval. The parent must give written and signed consent for the activity. Also notify the parent of the location and a phone number where you can be reached if it is not in your home. Two adults must be on the premises when doing an overnight. Once overnights have started you must notify the program for each overnight for the next six months.
12. Children are not to participate in lake activities such as swimming or boating without the consent of the parent. Written consent is required.
13. Please notify the parent if there is any injury to the child while you are together such as insect bites, scraped knees, etc.
14. Contact the director if you suspect abuse or neglect of a child. You do not have to witness the abuse to report it. Provided that you report a suspected case of abuse or neglect in good faith, you cannot be legally penalized even if you are mistaken.
15. Use of alcohol or drugs prior to or during the visits with the child is not allowed.
16. Activities such as rock climbing, horseback riding, water-skiing, snowmobiling and riding a four-wheeler are prohibited in the Kinship Program.
17. Only approved volunteers and board members can transport Kinship Youth. (The spouse of a volunteer who has been screened is approved.) Parents should know if you spontaneously decided on a different activity or will be traveling farther than a 30-mile radius from your original intent.

I have read and fully understand the requirements and responsibilities of being a Kinship volunteer and I promise to adhere to these guidelines to the best of my ability. I will call a staff person if any problems arise in the match.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_