



## ICE ALASKA

# VOLUNTEER POLICY

*Effective 1st October 2022*

**PURPOSE** - *to ensure that volunteers understand the requirements & guidelines around being a "Public Ambassador" for Ice Alaska.*

**WAIVER** - All Volunteers must have filled out the Volunteer Form and the Waiver **PRIOR** to commencement. Your Supervisor or the Event Co-Ordinator can provide you with paper versions to fill out if you cannot access the internet.

**ATTENDANCE REGISTER** - all Volunteers must sign in and out on the Daily Attendance Sheet. This allows us to know who is on-site and covers Ice Alaska for insurance purposes. Please check with your Supervisor as to the location of this form.

**TASKS** - If you **CANNOT** complete your task or turn up for your allocated shift or have a problem or issue with equipment, other volunteers or visitors, please inform your Supervisor or whomever is next in line to report on the Organisational Chart.

**VIOLENCE** - Ice Alaska does not condone any sort of violence or threatening behaviour to its other volunteers, visitors or vendors on-site. You are totally responsible for your actions and any legal action taken against you will solely be your responsibility.

**MEALS** - Ice Alaska provides meals for Volunteers who work 6hrs per day on site, please ensure you have your correct Volunteer badge to access the catering.

- For Volunteers who work shifts less than 6hrs, snacks & drinks are available anytime in the Badger Hall.

**ACCOMMODATION** - All volunteers who live more than 50 miles from Fairbanks have the option of receiving accommodation from one of Ice Alaska's hotel partners. You must commit to 14x days of working and we will allocate your days off. The 14x days must not include your travel days.

**IP OWNERSHIP** - All IP, photographs, artwork and media (digital or print) produced by any volunteer during their volunteer period automatically become property of Ice Alaska to do with it as they see fit. No monies, royalties or credits will be allocated to individual persons.

**PRIVACY** - No photography of the Volunteers, Ice Alaska Members or Contractors or the Public is permitted for grievous purposes. Any personal use of photos can only be used for social media publication and positive publicity for the park. Initial permission from the individual/s is preferred.