



# ONE YEAR VOLUNTEER CONTRACT

Please Write Legibly

Legal Name: \_\_\_\_\_ Member Since: \_\_\_\_\_

Preferred Name: \_\_\_\_\_ Preferred Pronouns: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone (please circle preferred phone number):

Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Emergency Contact

Contact Name: \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

### CJSW Staff Use Only

Membership Type:

- U of C Student (\$5)
- Non-U of C Student (\$10)
- Community Member (\$15)

Payment Method:

- Cash
- Cheque (Made to CJSW Radio)
- Other: \_\_\_\_\_

Approved by: \_\_\_\_\_

Signature of CJSW staff: \_\_\_\_\_

Date Signed: \_\_\_\_\_

As a member of the University of Calgary Student Radio Society (UCSRS), I understand that my membership is a privilege, and is contingent upon my commitment to the following terms.

To be a member in good standing:

1. I will be responsible for carrying a valid membership card, and will renew my membership annually no later than April 30 of every year. I will produce my membership card on request. I must present my card at meetings in order to vote.
2. I will attend all scheduled station meetings. If I am unable to attend, written notice must be presented to the Station Manager at least one week prior to the meeting.
3. It is my responsibility to keep informed of all station developments and news by attending meetings, reading station e-mail messages, and helping at station events such as Funding Drive.
4. I will make a contribution of at least two hours of volunteering monthly. This is in addition to my show if I am a programmer.
5. CJSW is an inclusive, respectful environment. Harassment, discrimination, or malicious behavior of any kind will not be tolerated. I will adhere to these principles and contribute to the welcoming and open culture of CJSW. Discrimination and hateful actions, speech, or writing will not be tolerated.
6. If I encounter harassment or mistreatment, I will bring this issue to the attention of CJSW's staff and/or Board of Directors.
7. I am personally liable to the full extent of the law concerning violations of CRTC broadcast regulations. This includes, but is not limited to: broadcasting while intoxicated, libel and slander, broadcasting offensive or hateful material.
8. As a programmer, I will strive to produce the best quality work on CJSW's airwaves. I will inform the Program Director of any absences. The continuation of my program is at the discretion of the Program Director. All privileges I have as a programmer expire with the expiration of this contract.
9. While on air, I will not broadcast any advertising, paid endorsement, or unauthorized solicitation of funds or use CJSW as a platform for direct personal gain
10. At any time while acting as a representative of CJSW, I will do so in a manner that reflects the openness, fun, and professionalism of our Society.
11. It is my responsibility when on station premises to ensure that only CJSW members are allowed access to the station, excepting approved guests or volunteers in training.
12. I will not remove station property from premises without permission of staff ( i.e. portable recorders, PA system, etc). No library materials are to leave the station. I will also not deface, willfully damage, or vandalize any station property or materials. I am personally liable for the actions of any guest I bring to the station.
13. In the case of a legitimate and authorized need (based on a security parameter such as theft, emergency, or other circumstances), CJSW may request the release of information gathered by our electronic access points. I consent to this disclosure of data when needed and authorized by Campus Security.
14. I understand that I am an ambassador for CJSW and will act in an appropriate manner both online and off.

**I have read this contract in its entirety, and agree to abide by the conditions stated.**

CJSW Member Signature: \_\_\_\_\_

This contract expires the 30th of April 20\_\_\_\_ Date signed: \_\_\_\_\_