

Title: Minor Volunteer Policy	Category: Policies
Applies to: Volunteers under the age of 18	Draft: February 8, 2024 Approved: July 30, 2025 Reviewed:
Review Frequency: Every three years	When: July 2028

Purpose

The WDM is committed to accepting, encouraging, and supporting volunteers within our organization and working to ensure that volunteering experiences are meaningful, enjoyable, rewarding, and safe.

Requirements for Minors:

All volunteers between the ages of 8-17 must complete the Volunteer Agreement form. A parent/guardian is required to sign the completed Volunteer Agreement Form.

Minors between the ages of 12-17:

- Must attend the Volunteer Orientation
- Can work volunteer shifts without parent supervision
- Will receive a personalized Volunteer ID Badge
 - o The parent/guardian needs to sign the photo release line on the Volunteer Agreement Form for the minor’s photo to be used on the badge.
 - o If the parent/guardian has not signed this part of the form an Avatar will be used for minor’s Volunteer ID Badge.

Minors between the age of 8-11:

- Are not required to attend the Volunteer Orientation
- The minor’s Parent/guardian must be a WDM Volunteer, and the minor must be under the parent/guardian supervision during volunteer shifts
- The parent/guardian is responsible for their child’s compliance with WDM policies and procedures
- Will not be issued a personalized volunteer nametag and while volunteering will use a generic “Volunteer” nametag

Minor volunteer shifts can not exceed six hours in a day.

Temporary school sanctioned volunteer work placements:

- School Sanctioned Volunteers must fill out the basic Volunteer Information Form which includes emergency contact information
- Parent/guardian signatures are not required, as temporary school volunteers do not need to complete the Volunteer Application Form
- Temporary school volunteers are not issued a personalized volunteer nametag. While volunteering they are required to wear a generic “Volunteer” nametag
- Temporary school volunteers are given an orientation appropriate to their role and tasks, including an overview of Museum Gallery rules, work logistics and location of emergency exits, equipment and muster points