



Extension  
UNIVERSITY OF WISCONSIN-MADISON

## CONDITIONS OF VOLUNTEER SERVICE

Thank you for your interest in volunteering with the Division of Extension! This document outlines four topics:

1. Risks associated with volunteer service,
2. Protections provided to volunteers by the University of Wisconsin-Madison,
3. Your responsibilities as a volunteer, and
4. Use of your voice and/or image in promotional and other recorded media.

You will need to acknowledge you have read, understand, and agree to the terms and conditions of volunteer service. If you have questions, call your county Extension office.

### 1. RISKS ASSOCIATED WITH VOLUNTEER SERVICE

#### A. Assumption of Risks:

- I understand that:
  - all risks cannot be anticipated; some risks are unpredictable.
  - certain risks cannot be eliminated regardless of the care taken to avoid injuries.
  - the risks of volunteer participation can include, but are not limited to, the possibility of physical injury, partial and/or total disability, paralysis, and death.
  - I am advised to seek the advice of my physician before participating in an Extension program.
  - I am also advised to have health and accident insurance.
- My participation is voluntary, and I understand that I assume all such risks.

Please note: if injured during the course of volunteer service, volunteers would have the same legal rights as other citizens to seek compensation if the injury results from University negligence. Workers' compensation coverage is not provided to volunteers. Accident coverage is only provided by the University for some volunteer activities.

#### B. Consent for Medical Treatment:

- I authorize the University and its designated representatives to consent, on my behalf, to emergency medical/hospital care or treatment to be rendered upon the advice of a licensed physician if I am unable to make that decision for myself (e.g., unconscious, incoherent, unresponsive).
- I agree to be responsible for all necessary charges incurred by any hospitalization or treatment that occurs as a result of this consent.

### 2. PROTECTIONS PROVIDED TO VOLUNTEERS

#### A. Liability Protection

- UW-Madison protects volunteers through liability coverage. If injuries or property damage result from your negligence, the state can pay claims or defend you against allegations that result from your actions. Negligence is the failure to take reasonable care to prevent causing injury or loss to another person. This protection is provided only when you are serving in your volunteer role (see your position description), performing approved or assigned tasks, and behaving in a manner that is not reckless. If you intend to unlawfully inflict harm on others, you would not be protected.

- You must acknowledge your mistakes and report actions that may result in injuries or property damage to your county office as soon as possible, but not more than 48 hours after the incident.

If you want to read more about liability coverage, see Wisconsin Statute, Sections [893.82](#) and [895.46](#).

#### **B. Excess Automobile Liability Protection**

- If UW-Madison approves you to drive as part of your volunteer role, you may be eligible for excess automobile liability protection if you are involved in an accident. This coverage will only be in effect if you meet all requirements and the limits of your personal automobile liability coverage have been exhausted. No property coverage is provided.

More information can be found on the [Automobile Insurance](#) page of the Risk Management Website. Please note that Extension volunteers are not permitted to reserve or drive vehicles owned by the State.

### **3. YOUR RESPONSIBILITIES AS A VOLUNTEER**

#### **A. Personal Insurance**

- I understand that I am advised to have my own health, accident, and related insurances when I am an Extension volunteer.
- I understand that the University does not provide such coverage.

#### **B. Rules and Regulations**

When volunteering for Extension, I agree to abide by the following:

- Extension's Volunteer Behavior Expectations and other Extension rules, regulations, and procedures, including those directly associated with my program.
- University of Wisconsin-Madison rules, regulations, and procedures.
- Any federal, state, city, or other laws and rules that apply to the location where the activity is occurring. This includes U.S. Department of Agriculture rules, policies, and guidelines.

#### **C. Reporting**

- I will [report accidents, injuries, property damage, or criminal activity](#) that occur, or I have reason to believe may have occurred, during my service as an Extension volunteer. Reports will be made to my county Extension office and local authorities as soon as possible, but not more than 48 hours after the situation occurs.
- I will also [report suspected child abuse or neglect](#) to local authorities and the University as soon as possible, but not more than 48 hours after the situation occurs.
- When participating in activities on university property, I will [report behaviors prohibited by Title IX legislation](#) to UW-Madison. These behaviors include sex discrimination, sexual harassment, sexual assault, dating violence, domestic violence, stalking, and retaliation.

Contact your county office with questions about reporting responsibilities or whether a report needs to be made in a specific situation.

### **4. USE OF YOUR VOICE AND/OR IMAGE IN PROMOTIONAL AND OTHER RECORDED MEDIA**

#### **A. Media Release:**

- I understand that the University may record my participation and appearance (e.g., video, audio, photos) for use on the Extension website, social media, television, or other platform for educational or promotional purposes (e.g., recruiting program participants).
- I agree to allow the University to use my name, image, likeness, and voice in such recordings.

To opt out of this section, you will need to request a Recorded Media Opt-Out Release from your Extension supervisor. You will also need to communicate that you have signed an opt-out release anytime recordings are being made during your volunteer service. The University cannot guarantee that all staff and volunteers involved in program management will be aware of your preference if you do not let them know anytime photos are taken or other recordings are made.

**I HAVE READ AND UNDERSTAND THE ABOVE DUTIES AND CONDITIONS OF VOLUNTEER SERVICE.**