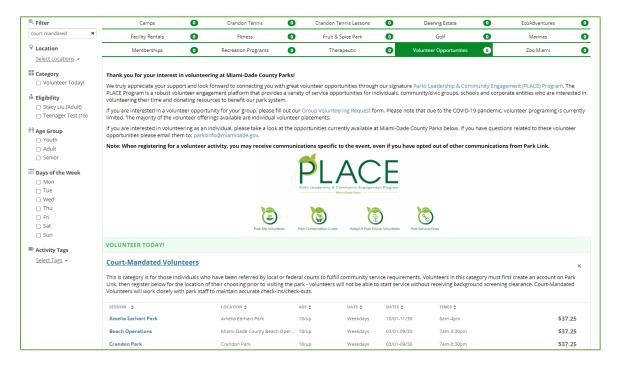




# Court-Mandated Volunteer Registration Process on Park Link:

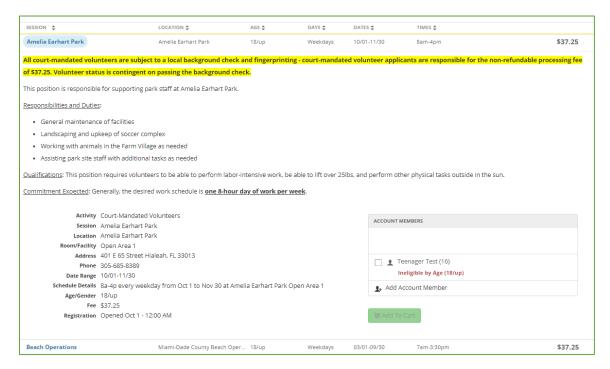
**Step-By-Step Guide** 

Court-Mandated Volunteer (CMV) must first create an account on Park Link (<a href="www.miamidadeparks.com">www.miamidadeparks.com</a>) – see "Park Link Create an Account" PDF guide for more details. Then select one of the court-mandated locations published in Park Link's "Volunteer Opportunities" tab.



## Step 2

The CMV will need to select the applicable location and the listing will provide more details – note, they must be logged in to register.



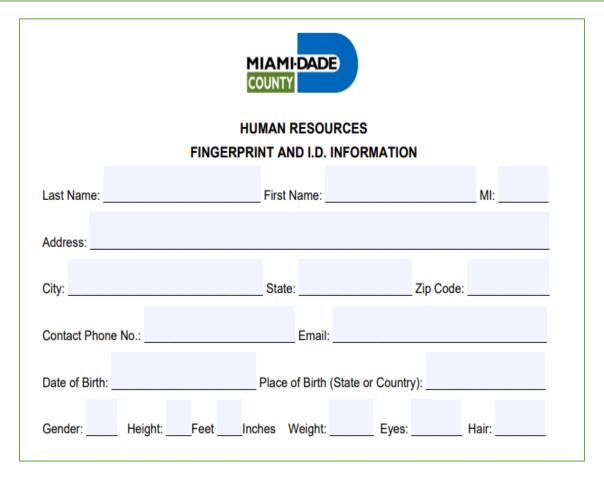
CMVs will add themselves to their cart, which will confirm that they are paying for the mandatory \$37.25 processing fee.



## Step 4

CMVs will need to fill out a volunteer affidavit/background information form in preparation for their fingerprinting appointment – this is the same form we have used prior to Park Link. This can be printed from the registration screen or emailed to the CMV, who can either fill it out digitally OR print it out. The completed version needs to be sent back to the park staff, preferably via email.

Forms	
Form	View/Print
<sup>1.</sup> Volunteer Affidavits/Background Information	View/Print
After you complete your online registration, the volunteer placement liaison that oversees your volunteer opportunity will contact to provide you with further instructions. All volunteers need to complete these forms and return them via email (provided by the volunteer placement liaison) - you will also be contacted by Parks HR to schedule a fingerprinting appointment for Golf volunteers or volunteers over 18 years of age.	



CMVs will be asked a series of mandatory prompts. Click "Submit Responses" when complete.

Prompts	
Prompt	Response
General Prompts	
<ol> <li>I understand that voluntary participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While CDC recommendations and personal discipline may reduce this risk, the risk of serious illness and death does exist. I agree not to sue and hereby release, waive, and discharge the County, and their respective directors, officers, employees, volunteers and agents, from any and all liability for any loss or damage, injury, illness, permanent disability, or death of the undersigned, or any person who may contract COVID-19, directly or indirectly, from the volunteer whether caused by the negligence, or otherwise, of the County while volunteering.</li> </ol>	<b>☑</b> I Agree
2. Were you referred to Miami-Dade Parks through the Miami-Dade Police Department Diversion Program?	Yes ®No ○
Prompts for Teenager Test	
3. What is the volunteer's date of birth?	Date
4. What is the volunteer's gender identity? This is needed to conduct a background check.	
5. What is the volunteer's phone number?	
<ol> <li>By checking this box, I agree that I understand that I am subject to a background check, which may include a fingerprinting appointment, and my volunteer status is contingent on passing the background check.</li> </ol>	☑ I Agree
7. By checking this box, I agree that I understand that any hiatus from volunteer service GREATER than three (3) months will render my volunteer status inactive. If I would like to continue my volunteer service after my hiatus, I am subject to a renewed background check, which may include another fingerprinting appointment, and my volunteer status is contingent on passing the renewed background check.	☑I Agree
8. By participating in this volunteer activity through Miami-Dade County Parks, Recreation and Open Spaces, I agree to be added to the volunteer program's email distribution list that shares information on upcoming volunteer opportunities across our park system. Upon receipt of an email from the volunteer program, you can unsubscribe from the list at any time.	<b>☑</b> I Agree
Teenager Test for Court-Mandated Volunteers Amelia Earhart Park	
9. What day(s) would you like to volunteer? This option can be adjusted during volunteer onboarding at your selected location.	(2) Saturday, Sunday ▼

# Step 6

CMVs will need to digitally sign the Volunteer Media & Photo Release and Volunteer Liability Waiver on Park Link. Click "Confirm Waiver Agreement" when complete.

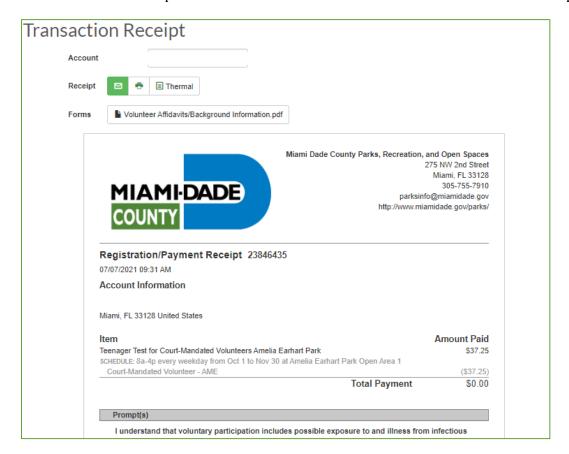
Volunteer Liability Waiver
Applies to:
Teenager Test for Court-Mandated Volunteers Amelia Earhart Park
I acknowledge that my participation in this activity is completely voluntary on my part and is being undertaken without promise or expectation of compensation. I hereby release and discharge Miami-Dade Parks, Recreation and Open Spaces, Parks Foundation Miami-Dade, Inc. and its affiliates, associates, and agents and any participating organizations, for any claim for damages or injury I may incur resulting from my participation in this voluntary community service event. I understand that my participation may incur resulting from my participation in this voluntary community service event. I understand that my participation arisk of injury and that illness may result directly or indirectly from my participation. I further state that I am in proper condition for participating in these events. I agree to abide by the rules established by participating organizations relative to health and safe requirements.

CMVs will need to submit payment for their \$37.25 processing fee, which will need to be paid via credit card.



## Step 8

Finally, a copy of their receipt (which includes the Background Info/Affidavit form, location details, etc.) will be emailed to the email address the CMV provided. Park staff at the selected location will also receive a copy.



#### Step 9

Park staff will contact the CMV and provide an email address for the CMV's completed and signed Background Info/Affidavit form, which is the final item needed from park staff before CMVs can be processed by HR.

## Step 10

Park staff will begin the CMV processing in coordination with HR, and if the preliminary background screening clears, CMVs will be called to schedule an in-person fingerprinting appointment in Downtown Miami. If/when the fingerprinting results come back cleared, park staff will communicate with the CMV to schedule their first day of service.