



Rowan College of South Jersey

Policy: 7419
Title: **VOLUNTEER WORKERS**
Area: Human Resources
Approved: 07/01/19

Volunteers make an important contribution to the success of the College. The Board of Trustees supports and encourages volunteers to assist in a variety of programs the College operates. It is the policy of the Board that volunteers work under the supervision of, and at the request of, College administrators and staff.

Definition

A “College volunteer” is defined as any uncompensated individual whose services are offered freely and without pressure or coercion, to support humanitarian, charitable, and civic or public service activities of the College and who is not otherwise employed by the College to perform the same type services as those for which the individual proposes to volunteer. College volunteers are not covered by the Fair Labor Standards Act minimum wage, overtime and record keeping requirements, or the College’s Workers’ Compensation policy, and are not considered College employees for **any** purpose.

Please refer to the administrative procedures for the application process including criminal background, reference checks, and Board of Trustees’ approval.

References:

Rowan College of South Jersey Administrative Procedure, *7419 Volunteer Workers* and *7401 Background Checks and Self-Disclosure of Criminal Arrests and/or Convictions*

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