



Sheriff Richard Watson

St. Clair County Sheriff's Department

700 N. 5th Street

Belleville, IL. 62220-4499

(618) 277-3505

Stclairsheriff@gmail.com

VOLUNTEER APPLICATION FORM

Name: _____ (Maiden Name): _____

Home Address: _____ City/Town: _____ State: _____

Home Phone: () _____ Work: () _____ Cell: () _____

Date of Birth: ___/___/___ Age: ___ Race: ___ Sex: ___ Social Security Number: // _____

Emergency Contact Person: _____ Phone: () _____

Driver's License Number: _____ State _____

Occupation: _____ Employer's Name/Address: _____

Foreign Language(s): Speak _____ Write _____ Both _____

Are you a retiree? _____ Student? _____ School: _____

Have you ever been arrested? _____ If yes, when: _____ Where: _____

Charge(s): _____

What is your volunteer interest? _____

Have you ever done volunteer work before? _____ If yes, where _____

List hobbies, skills, etc.: _____

Do you know anyone or have any relative incarcerated in the St. Clair County Jail? _____

If yes, list the name(s) _____

As a volunteer applicant, I understand that the St. Clair County Sheriff's Department requires a background check for all volunteers, and I have no objections to a record check completed as a pre-requisite for becoming a volunteer. If at any time, it is found that I have made untruthful statements, falsified my application or given misleading information; it is cause for termination from the process.

Volunteer Signature: _____ **Date:** _____

Sponsor's Name: _____ **Telephone Number: ()** _____

Sponsor's Address: _____

Superintendent: _____

Approved: Yes _____ **No** _____



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WAIVER OF LIABILITY

The undersigned is hereby notified that you are entering a Jail Facility. This facility houses dangerous felons, including murderers. You will be in the same room with dangerous felons. The St. Clair County Sheriff, Richard Watson, nor the St. Clair County Jail can guarantee your safety.

For and in consideration of the undersigned being given the opportunity of entering the St. Clair County Jail, the undersigned recognizes and assumes all risk pertaining thereto. The undersigned hereby releases St. Clair County Sheriff Richard Watson, the St. Clair County Sheriff's, its officers and officials from any liability whatsoever for nay injuries, damages, and claims the undersigned, his heirs, dependents, and assigns may sustain in an about the St. Clair County Jail associated with entering the jail on this date.

Signature:

Date:

Accepted: Richard Watson, Sheriff

Deputy

St. Clair County Sheriff's Department

Date:



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VOLUNTEER SECURITY BRIEFING FORM

All volunteers at the St. Clair County Sheriff's Department are to conduct themselves accordingly. As volunteers, each person has a responsibility to aid in the maintenance of security and discipline in the St. Clair County Jail. Volunteers who have detainee contact assist in the supervision of assigned detainees and shall familiarize themselves with the rules of conduct for volunteers.

RESPONSIBILITY OF VOLUNTEER CITIZEN/ORGANIZATIONS:

1. All volunteers are subject to search prior to entering the Jail.
2. Pocket knives, purses, cell phones, and wallets are not allowed in the Jail.
3. Volunteers will be escorted by an Officer when entering the Jail, at the end of the session/activity; the volunteer will be escorted to the lobby area.
4. Dress neatly and appropriately for the work performed. Clothing should in no way be considered "provocative".
5. Never give a detainee anything without checking with the Shift Supervisor. Contraband given to a detainee by a volunteer may be grounds for dismissal.
6. Do not put yourself in a position where you have agreed to perform special favors. Avoid any involvement with detainees other than in a professional manner.
7. Do not give your home address or telephone number to a detainee. All communication should take place in the Jail.
8. Never leave a detainee unsupervised attending your session. Know the location of all detainees under your supervision. Officers are notified of any inappropriate contact or disrespect between detainees and/or to volunteers.
9. If communication with a detainee deals with life or death situations (escape or suicide), the volunteer will inform an officer immediately of the situation.
10. Volunteers who are involved in scheduled activities/sessions are expected to rigidly adhere to the assigned times. All classes are cancelled 15 minutes after the scheduled class time. Any questions or changes regarding schedules shall be discussed with the Program Manager.