

WINTHROP UNIVERSITY

STATEMENT OF SCOUT'S RESPONSIBILITIES

To help ensure adequate progress and successful completion of the projects, Winthrop University expects the following.

- Scouts will complete the forms linked at the bottom of the main Scout Projects Webpage (<https://www.winthrop.edu/civiclearning/ccl/scout-projects.aspx>) and collect completed forms for all volunteers before they begin working on the project at Winthrop. Specifically, the Scout is responsible for ensuring all adult volunteers and legal guardians of youth volunteers have completed and signed the photo release, liability waiver, and emergency contact/insurance information forms linked below. The forms must be collected before work starts and the completed forms must be onsite each project workday.
- Scouts will meet with Winthrop personnel to review possible projects. Winthrop employees can provide information about the available resources, university policies and required forms, and project requirements.
- Scouts who commit to a project at Winthrop should communicate with their Winthrop contacts within six months. At that time, the Scout should provide a tentative timeline for project completion.
- Once the Scout commits to a project, he/she should touch base every three months thereafter. If we do not hear from a Scout at these regular intervals, we will make the Scout's project available to other Scouts.
- As the project progresses, the Scout will provide all proofs of designs and plans, language for signs, and the like need to her/his Winthrop contact for approval. This will occur prior to submission to the Scout leadership or ordering materials.
- Sometimes Scouts change their minds and decide to do a project elsewhere. Should this occur, please notify your Winthrop contacts so we can make the project available to other Scouts.
- On workdays, Scouts will recycle waste items whenever possible.

I acknowledge and understand my responsibilities to Winthrop University.

Scout's name (printed)	Scout's name (signature)	Today's date
Parent/Scout Leader's name (printed)	Parent/Scout Leader's name (signature)	Today's date
Winthrop Representative (printed)	Winthrop Representative (Signature)	Today's date

Scout and Winthrop representative should each maintain a copy of this signed Statement of Responsibilities.