

**Faith and Character-Based Program  
Correctional Associate Contract**

**As a Correctional Associate (Volunteer) for the Faith and Character- Based Program, I, \_\_\_\_\_, understand that I have the following responsibilities:**

- 1. To respect and keep confidential (with the usual legal and ethical restrictions), all personal information shared in the group and personal interviews.**
- 2. To report at the assigned time for each assigned session (unless the facility has been notified in advance).**
- 3. To be thoroughly prepared to facilitate each assigned session.**
- 4. To treat staff members/offenders with respect and courtesy.**
- 5. To be available for personal counseling at breaks and before or after group sessions, if time allows.**
- 6. To conduct individual/group counseling sessions only in areas of the facility that are approved for the activity.**
- 7. To follow all institutional rules/policies/procedures set forth by the Georgia Department of Corrections.**

\_\_\_\_\_  
**Volunteer Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**On-Site Coordinator**

\_\_\_\_\_  
**Date**