

Dear Evansville AGO Member,

The excitement is building as preparations continue for the Evansville AGO Chapter to host the Pipe Organ Encounter Advanced June 21-26. Recitalists and faculty instructors are arranged, accommodations are lined up, and plenty of interesting activities for the attendees are coming together. Activities will take place around the University of Evansville with organ practice and performance at U of E and churches in Evansville.

This is only the second POEA event to ever be held, so it is a great honor and great exposure for our chapter to be chosen to host this event. But, with that honor comes a great deal of responsibility for our chapter to put on a well-organized event. The help of every Evansville AGO member is very much needed. The AGO/POEA, just as most youth events, has increased the supervisory requirement for youth programs in order to strengthen the security and safety for both the attendees and the adult supervisors of these programs. We will need at least 20 volunteers each day to operate the program according to these expanded requirements. Volunteers do not have to be AGO members, so spouses and friends are welcome. The demands on our volunteers are not strenuous, but they do require some of your time. Mostly, the volunteer acts as a chaperone.

During the POEA, attendees will practice and have lessons with our outstanding faculty on organs at many Evansville locations. Each practice session and lesson requires an adult supervisor. Adult supervision is needed at these times:

Monday, June 22 – 7:30am to 10:45am

Tuesday, June 23 – 12:30pm to 3:45pm

Wednesday, June 24 – 8:30am to 11:45am

Thursday, June 25 – 7:30am to 10:45am

We will need some of our volunteers to provide transportation for themselves and 4 others to the practice/lesson locations. Indicate on the application form if you are able to provide transportation.

For everyone's protection (the POEA attendees, the AGO, and yourself) a background check is required. Even if you have had such a check for your current job or a prior job (teachers customarily need background checks), another is needed for this activity. The check includes criminal record, but not credit or driving records. Although you might not have encountered background checks previously, they have become standard practice for school, youth, and church organizations. We as the AGO can do no less than meet this contemporary standard for the assured security of our POE attendees.

To help at the Evansville Chapter POEA, please complete an application and send to **Kevin Ellerbusch, 2609 E Walnut St., Evansville, IN 47714**. This letter and the application form can be found on our website at www.evansvilleago.org. If you have any questions, contact Kevin Ellerbusch @ 812.598.0601, kme1988@wowway.com OR Robert Nicholls @ 812.423.6297, robertn@firstpresevensville.com.

EVANSVILLE AGO PIPE ORGAN ENCOUNTER ADVANCED VOLUNTEER APPLICATION

NAME		SOCIAL SECURITY NO.	
STREET	CITY & STATE		ZIP

If less than 5 years at that address, add former address:

STREET	CITY & STATE	ZIP
PHONE	OTHER PHONE	

Please check your availability, for all 4 times if you can.

06/22/09	7:30am to 10:45am	
Tuesday, June 23	12:30pm to 3:45pm	
Wednesday, June 24	8:30am to 11:45am	
Thursday, June 25	7:30am to 10:45am	

DISCLOSURE AND CONSENT

Have you ever been convicted of or pled guilty to any crimes? Yes No

Have you ever been subject to any court order involving any sexual, physical, or verbal abuse including but not limited to any domestic violence or civil harassment injunction or protective order? Yes No

I declare that all of the information given by me in this application is true and complete to the best of my knowledge, and I understand that any misrepresentation or omission may be cause for dismissal as a Pipe Organ Encounter Advanced ("POEA") instructor/chaperone. If accepted as a POEA instructor/chaperone, I hereby agree to abide by the Evansville Chapter of the American Guild of Organists' POEA Code of Conduct, and directions of the POEA Directors, and I understand that, as a POEA instructor/chaperone, I serve at will and may be removed as a POEA instructor/chaperone by the Evansville Chapter at any time with or without cause. I understand that a criminal background check will be required for my participation as a POEA instructor/chaperone, and I agree that such a background check may be conducted for me. I understand that any information resulting from the background check will be held in the strictest confidence and will not be used or disclosed for any purpose other than participation as an instructor/chaperone for the 2009 Evansville AGO POEA.

In consideration of my acceptance as POEA instructor/chaperone, I hereby release, discharge, and agree to hold harmless the American Guild of Organists, the Evansville AGO Chapter, and their officers, volunteers, officials, sponsors, and other representatives, and any and all owners or other persons or entities allowing, permitting or authorizing the use of facilities by the Evansville AGO Chapter and the agents, employees, officers and directors or such owners, persons or entities (the "Indemnities"), from any and all claims, demands, costs, expenses and

compensation arising out of or in any way related to any injury or other damage that may result to me caused by the negligence of the Indemnities arising out of my service as a POEA instructor/chaperone.

I have read the above application form, fully understand its terms, understand that I have given up substantial rights by my signing this form and agreeing to its terms, and I sign this form and agree to these terms freely and voluntarily and without inducement of any kind. I agree to inform the Evansville AGO Chapter POEA Committee in a timely manner if any of the information I have provided on this form changes.

SIGNATURE _____ DATE _____