

Volunteer Terms & Conditions

The San Francisco News

<https://thesfnews.com>

Last Updated: September 14, 2026

These Volunteer Terms & Conditions ("Terms") apply to individuals who apply for or participate in the applicable program or position with The San Francisco News ("The San Francisco News," "we," "us," or "our").

1. Application Information

You certify that the information provided in your application, resume, interview, and other communications is true and complete to the best of your knowledge. False, misleading, or materially incomplete information may result in rejection of your application or the end of your volunteer participation.

2. No Guarantee of Acceptance

Submitting a volunteer application does not guarantee acceptance, assignments, hours, access to The San Francisco News systems, publication of work, or any future paid position.

3. Voluntary Participation

A volunteer arrangement is intended to be voluntary. Where a volunteer arrangement is legally permissible, the volunteer participates without an expectation of wages or other compensation unless expressly agreed otherwise in writing. Nothing in these Terms is intended to classify a person as a volunteer when applicable law requires that person to be treated as an employee or otherwise compensated. Nothing in these Terms constitutes a waiver of any right that cannot legally be waived.

4. No Guarantee of Employment

Volunteer participation does not create a promise, guarantee, or entitlement to future employment, an internship, freelance assignments, or any other paid position with The San Francisco News.

5. Volunteer Activities

Depending upon the opportunity, volunteer activities may relate to reporting, writing, photography, administration, advertising, social media, community activities, or other approved projects. The San Francisco News determines which volunteer activities and assignments are available.

6. Professional Conduct

Volunteers are expected to act professionally and responsibly when representing or interacting with The San Francisco News. Volunteers must follow applicable policies, lawful instructions, security procedures, confidentiality requirements, and journalistic and editorial standards.

7. Editorial Standards

Volunteers contributing editorial material must make reasonable efforts to ensure that submitted information is accurate and properly attributed. Fabrication, plagiarism, intentional misrepresentation, unauthorized use of copyrighted material, or knowingly submitting false information is prohibited. The San Francisco News retains editorial discretion over all submitted material, including whether and how material is edited, published, distributed, corrected, archived, or removed.

8. Confidentiality

Volunteers may receive access to non-public information in connection with approved activities. Volunteers agree not to improperly disclose or use confidential information, including passwords, internal business information, unpublished material, confidential source information, personal information, financial

information, customer information, and other non-public records. This provision does not restrict disclosures protected or required by law.

9. Intellectual Property and Contributions

Material created specifically for The San Francisco News as part of an approved volunteer assignment may be edited, published, reproduced, distributed, displayed, and archived by The San Francisco News, subject to applicable law and any separate written agreement. Nothing in these Terms transfers rights that legally cannot be transferred or restricts rights protected by law. Editorial credit or bylines may be provided where appropriate according to The San Francisco News's editorial practices.

10. Company Property and Systems

Any The San Francisco News equipment, email accounts, passwords, publishing access, databases, software, social media accounts, documents, or other resources provided to volunteers remain under The San Francisco News's control. Volunteers may use these resources only for authorized purposes and must protect all access credentials.

11. Expenses

Volunteers should not incur expenses on behalf of The San Francisco News without prior authorization. Any approved reimbursement arrangement should be confirmed separately.

12. Ending Volunteer Participation

Unless otherwise required by law or a separate written agreement, either the volunteer or The San Francisco News may end the volunteer arrangement. The San Francisco News may discontinue a volunteer's participation or access for legitimate operational, editorial, security, conduct, performance, or other lawful reasons. When participation ends, volunteers must return The San Francisco News property and stop using The San Francisco News accounts, credentials, systems, and confidential information.

13. Equal Opportunity and Lawful Conduct

The San Francisco News administers its programs consistent with applicable anti-discrimination, anti-harassment, retaliation, and other applicable laws. Nothing in these Terms limits rights or protections that cannot legally be waived.

14. Privacy

Information submitted through the volunteer application may be used to evaluate the application, communicate with the applicant, administer volunteer activities, maintain appropriate business records, protect The San Francisco News and its systems, and comply with legal obligations. For additional information regarding the website's handling of information, please review the The San Francisco News Privacy Policy.

15. Website Policies

Use of the The San Francisco News website may also be subject to applicable website policies, including the The San Francisco News Privacy Policy and Disclaimer.

16. Changes to These Terms

The San Francisco News may revise these Terms from time to time. The version presented when an applicant submits the application will apply to that application unless otherwise required by law or agreed in writing.

17. Governing Law

These Terms will be interpreted in accordance with applicable law. Nothing in these Terms overrides mandatory laws applicable to the individual based on where the volunteer activities are actually performed.

18. Electronic Acceptance

By checking "I agree to the Volunteer Terms & Conditions" and submitting your application, you acknowledge that you had an opportunity to read these Terms before submitting your application; you understand these Terms; your application information is true and complete to the best of your knowledge; and you agree to these Terms to the extent permitted by applicable law.

The San Francisco News
<https://thesfnews.com>