



## VOLUNTEER AGREEMENT

Community Food Bank appreciates your services, and we will do our utmost to ensure that your volunteer experience is rewarding, productive, and safe. We ask your cooperation in abiding by these guidelines.

- Come prepared to volunteer. Wear sensible clothing, closed-toed shoes and long pants or walking shorts. Sandals, tank tops, and short shorts or any offensive clothing is not permitted.
- Our attitudes are contagious, so be happy to know that we are serving our community.
- All personal belongings should be left in your vehicle or locker.
- Be sure to log in your time on the Volunteer Time Sheet.
- Cellphone/iPod use is not permitted during volunteer time. If you need to make a call, please do so before or after your shift.
- Complete duties as assigned. Ask for help or directions as needed.
- Safety comes first, so please be aware of your surroundings. Report injuries, hazards or unsafe activities immediately to a staff member. Do not use any tools or equipment unless you have the required training and you have been asked to do so by staff.
- Health and hygiene are very important, especially when around food. If you are ill, refrain from volunteering. Proper hygiene is required as well as handwashing before handling food, after break or returning from the restroom. If you are ill, please stay home.
- Anyone under the influence of drugs and/or alcohol will not be permitted to volunteer.
- Food or any products may not be taken from the marketplace, warehouse or food sorting areas unless authorized by staff. Unauthorized possession will be considered stealing and will lead to immediate discontinuation of volunteering.
- Merchandise may not be taken from the thrift stores. Unauthorized possession will be considered stealing and will lead to immediate dismissal.
- Youth volunteers ages 8-17 must have permission from a parent or guardian to participate. Youth ages 8-14 must be accompanied by an adult 21 years of age or older.
- Harassment of any kind is not tolerated by staff or volunteers. Any behavior intended to create discord or restrict volunteers or staff from working will not be tolerated. Report incidents immediately to staff.
- In all things, strive to create a positive, uplifting environment by showing a positive, friendly attitude towards yourself and others.

I understand that as a volunteer, I will not be paid for my services, and that I assume responsibility for any safety risk that I may encounter while volunteering. I have read the volunteer agreement and acknowledge my responsibility to follow these rules while volunteering. I understand that I will be asked to discontinue volunteering if I do not follow these requirements.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Age

\_\_\_\_\_  
Signature (if under 18 years old,  
Parent or guardian must sign minor waiver)

\_\_\_\_\_  
Date