

SANTEE FOOD BANK VOLUNTEER AGREEMENT

The Mission of the Santee Food Bank is to gather and share foodstuffs with our neighbors in need. The food bank is a non-profit organization operated by an all-volunteer staff serving of their own free will with no expectation of compensation.

GENERAL RULES

1) Volunteers MUST wear tennis shoes or closed-toe shoes to cover the feet. Flip flops and sandals are not protective; therefore, volunteers wearing them will not be allowed into the warehouse to work. There is no dress code, but inappropriate clothing, such as short shorts, is discouraged.

2) All food bank volunteers MUST be 16 years of age or older. Any person under 16 must have a parent or guardian on-site and must provide a signed release of liability from a parent or guardian. **There are no exceptions.**

3) All products donated to the food bank become its property. Removal of any donated product will be considered theft. However, if a volunteer would like to take something home he or she may ask an on-site manager for permission to do so and it is usually allowed. These requests apply to perishable foods only. A volunteer is always welcome to become a client of the food bank and may fill out the intake form to receive food once a month. This food will be packed by another volunteer and the volunteer/client may not add to the order.

Please do not offer food to a fellow volunteer or put aside items for anyone. Also, do not carry food to a volunteer's car or take anything to your vehicle without permission. Abuse of these rules may put our nonprofit status in jeopardy. Violation of these regulations is cause for immediate dismissal as a volunteer.

4) Both the clients of the food bank as well as our volunteers form a diverse group of individuals. We must always treat the clients and those we work with in a dignified and respectful manner. We must learn to appreciate each person for his or her individual abilities. If a problem arises between workers, please discuss the matter with an on-site manager so an amicable agreement can be reached. Remember, "To go along you must get along."

VOLUNTEER RIGHTS AND RESPONSIBILITIES

Your Rights:

- To volunteer in a safe environment and to receive recognition for a job well done.
- To understand how your work helps in our efforts to alleviate hunger in Santee.
- To learn all you wish to know about the Santee Food Bank, its programs, and hunger in Santee.

Your Responsibilities:

- Be on time and stay for the duration of your shift, if that is possible.
- Notify a food bank on-site manager if you will be absent from your regularly assigned position.
- Enjoy your time and learn something new about how you can help to alleviate hunger in Santee.

I have read all of the above. I understand and agree to abide by these rules.

Signature: _____

Print Name: _____

Address: _____

City- Zip Code _____

Phone No.: _____

E-Mail: _____

Date: _____