

Volunteer Responsibilities

I acknowledge that I have received a copy of the Volunteer Handbook.

I further agree to the following expectations:

1. Please notify the Director of Operations in advance if you must miss an assigned shift.
2. Please sign in and out to record volunteer hours through GivePulse.
3. You may store your personal belongings with a staff member in the front office.
4. Please do not use your cell phone excessively during your shift.
5. Please do not use Center computers unless requested by staff.
6. Zero tolerance for drug and alcohol use. We reserve the right to dismiss anyone suspected of being under the influence.
7. We reserve the right to dismiss anyone for inappropriate or threatening behavior or for failure to comply with staff direction or center policy.
8. Please notify staff upon completion of a task to make the best use of your time with us.
9. Please do not lend money or cigarettes to clients.
10. Please do not provide transportation of any kind to clients.
11. Please do not consume our food pantry items. You are welcome to our coffee and water, but please bring your own snacks/lunch.
12. Toiletries, clothing, household items, and all other supplies are also for client use only. Please do not ask to have, purchase, or trade for these items.

Weekly volunteers are asked to work a minimum of one day per week for a preferred two hours. We appreciate your time and rely on your help! If you miss more than two weekly shifts without notifying us, we will assume you no longer wish to continue volunteering at the Center, and will reassign your shift to a new volunteer.

The Day Center is a unique environment. Some of our clients suffer from untreated mental illness and addiction. Some of our clients are dealing with crises. Many are under a considerable amount of stress. For these reasons, you may be exposed to unpleasant or concerning speech and/or behavior. Staff is constantly monitoring the Center, but if you see/hear something concerning that we are not aware of, please notify us immediately. We will take care of the situation. Please feel free to discuss any concerns with us at any time.

Warning of Risk

7hills Homeless Center is committed to conducting its programs, services, and activities in a safe manner and holds the safety of volunteers in high regard. However, volunteers and parents / guardians of minor volunteers must recognize that there is an inherent risk of injury when choosing to volunteer in performing and/or otherwise assisting 7hills Homeless Center.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or adequately skilled to handle or perform the Volunteer Activities. It is always advisable, especially if the participant is pregnant, disabled in any way or has recently suffered an illness, injury or impairment, to consult a physician before performing any Volunteer activities that involve physical activity.

The Volunteer activities often challenge and engage the physical, mental and/or emotional resources of each volunteer. Despite careful and proper preparation, instruction, conditioning and equipment, there is still a risk of serious injury when acting as a volunteer for 7hills Homeless Center. All hazards and dangers cannot be foreseen. Certain risks, dangers and injuries may exist due to slips and falls, poor skill level or conditioning, carelessness, horseplay, premises defects, inadequate or defective equipment, inadequate supervision, instruction and other risks inherent to the Volunteer activities. In this regard, it is impossible for the 7hills Homeless Center to guarantee absolute safety

I have read and understand the Warning of Risk.

Printed Name: _____

Signature: _____

Date: _____

Media Release & Waiver

I hereby consent to and authorize use and reproduction of the photographs and/or video taken of me or my minor(s): I understand that all video, photographs and images may be reproduced without compensation to me or minor(s): I agree to indemnify and hold harmless 7hills Homeless Center from any and all liability arising from the use of this recording(s) or photographic image(s).

I hereby authorize the reproduction, copyright, sales, exhibition, internet postings, broadcast and/or distribution of said video(s), photograph(s) or image(s) by the producer or his/her agent without limitation.

I hereby release and discharge 7hills Homeless Center from any and all claims and demands arising out of or in connection with the use of the photographs, images and text, including any and all claims for libel.

I have read and understand the Media Release and Waiver.

Printed Name: _____

Signature: _____

Date: _____