

The Blessing Center / Joseph's Storehouse
Community Service or Volunteer Interest Form
(Please circle one)

Date _____ Phone Number _____

Name _____ Cell Phone _____

Address _____ E-mail _____

City _____ Language (circle one): English and/or Spanish

Emergency Contact Name: _____

Emergency Phone #: _____

Date of Birth: _____ Are you over 18(circle one): yes or no
(Supervision required under 14)

Areas of Interest (please check):

- Sort clothing
- Food Bank
- Office
- Gardening
- Janitorial

Other Interests, Skills, Trades or Special Training: _____

Availability to Volunteer: Start Date: _____

Days / Shifts Available

Regular Hours: Monday/ Thursday: 9-4

Food Bank Hours: Tuesday, Wednesday, Saturday: 830-1130

When you fill out the application we will discuss the times that would be appropriate according to your schedule and our availability.

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For Office Use Only:

Staff Comments: _____

Actual Start Date: _____

Days and hours: _____

Volunteers in Areas: _____

THE BLESSING CENTER VOLUNTEER POLICY AGREEMENT

Welcome...

We are very pleased that you have decided to be a part of our volunteer family. You will be helping us to learn with love and dignity the poor and needy families living in the Inland Valley of San Bernardino and Riverside Counties.

Following is a list of your volunteer policies. You are asked to read them carefully, initial each statement and sign below, indicating that you understand and are willing to follow these volunteer guidelines.

1. No volunteer shall be discriminated against because of race, color, age, sex or mental or physical disabilities.
2. Volunteers will respect the confidentiality of information gained through professional relationship with other volunteers, clients and staff.
3. Volunteers will place their professional responsibility over personal gains or interest. Volunteers shall follow all program, rules, and requirements with no special arrangements made out of personal interest.
4. Volunteers assume the responsibility for keeping their relationship with staff, volunteers, and clients on a strictly professional basis.
5. The professional attitude of all volunteers should be appropriately expressed. Each volunteer carries the responsibility of controlling his/her emotions in such a way that they do not interfere with positive working relationship, volunteers will respect their fellow colleagues and will use appropriate methods to express disagreement with any action, opinions or feelings toward all staff or volunteers. Any volunteer who wish to file a grievance or complaint shall be required to do so through the proper channels regardless of the nature of the complaint.
6. All volunteers shall under no circumstances enter in to any personal business agreements with clients which include borrowing or lending of money, sale or purchase of personal property. Etc.
7. There is to be no use of obscene or inappropriate language on the premises at any time.
8. All weapons, the use of illegal drugs or alcohol consumption are strictly prohibited.
9. Computers, computer files, printers, internet access, the e-mail system, phone, fax are our property and intended for business use only. They cannot be used for personal use.
10. Any children that you bring with you to volunteer should be at least 10 years old or prior staff approval. We do not have any babysitting or childcare services.
- 11. Volunteers must wear appropriate clothing for work, modest attire, no open toe shoes, and no shorts.**

I have read the volunteer policies for The Blessing Center and understand my responsibility as a volunteer. Disregard or violation of any of the above policies may result in my dismissal.

Name (please print) _____

Signature _____ Date _____