

SEDONA COMMUNITY FOOD BANK
VOLUNTEER APPLICATION AND SERVICE AGREEMENT

JOIN OUR TEAM OF VOLUNTEERS

Please note that we are unable to accommodate drop-in volunteers. Perspective volunteers will need to complete a Volunteer Application and make an appointment with the Volunteer Coordinator.

VOLUNTEER APPLICATION –

LAST NAME, FIRST NAME:

PHONE #:

EMAIL:

ADDRESS:

APT./UNIT #:

CITY:

POSTCODE:

EMERGENCY CONTACT:

PHONE #:

Are you 18 years of age or older? (Circle one): YES NO

****IF UNDER AGE 18, PARENT OR GUARDIAN MUST SIGN BELOW**

Description of volunteer services available to perform:

VOLUNTEER CONTRACT –

Please indicate when you would be available to work. It is hoped that volunteers can make a regular commitment, and that, if possible, find a replacement if they are unable to make that commitment

Please check all of those you are interested in doing:

Pick up donated groceries from local supermarkets, 8:30a.m.- Noon (Circle days available)

Monday, Tuesday, Wednesday, Thursday, Friday

Sort and organize produce and breads 8:30a.m.- Noon (Circle days available)

Monday, Tuesday

Prepare backpacks for food for school children 8-9:30 a.m

Thursday

Food Distribution Day: Wednesday mornings (8:15a.m.- 12:30 p.m.) and/or afternoons (3 :45 - 6:30).

Client registration

Help clients out with food

Welcome - Orientation Person

Floating person- Making sure produce is stocked, organize miscellaneous table, answer questions.

Computer registration help, data entry

Intake Green Tables: List clients on sheets, count breads and pastries and weigh fruits and vegetables, record information and tally sheets at closing time

Intake Red Table: Same as Green. Also, enter date from boxes brought to clients

Fill boxes for clients

Clean up after clients have left- vacuum, sweep, wash kitchen floor, pack up breads both after the morning and afternoon sessions

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VOLUNTEER CONSENT –

We appreciate all that volunteers give to the Sedona Community Food Bank and we hope to make this a fun experience for you. Our volunteers provide work equivalent to 50 full-time employees, a crucial contribution to our fight against hunger. Our volunteer community assists with sorting through food donations, repacking bulk food items, assembling grocery boxes, stocking pantry shelves and many other active projects.

These guidelines have been established to create a safe, productive and satisfying volunteer experience for everyone.

Dress: You are representing the food bank within the community, therefore, all volunteers need to be clean, showered, wearing clean and comfortable clothing.

- No halter or tube tops
- No short shorts
- No open toe or open back shoes.

Safety: Volunteers are expected to follow safety guidelines at all times.

- Cannot be a convicted felon
- Do not operate any equipment without proper training
- No headphones, running or playing on premises
- No eating or drinking on front end floor.

Valuables:

- Do not bring purses, jackets or other valuables as storage is limited.

Under 18 Years Old Volunteers:

- Must have parental permission
- Under 12 years of age must be accompanied by an adult
- Youth groups must have an adult for every 10 minors volunteering. Please provide a list of volunteers
- The Sedona Community Food Bank accepts no liability for minors who leave the Food Bank's property without parental or guardian consent.

Use of Automobile: Do not operate a personal vehicle for volunteer activities unless I have at least the minimum amount of automobile liability insurance required by Arizona law and a valid driver's license.

Photo release: I hereby give the Sedona Community Food Bank permission to copyright and/or use/reuse, change/alter and/or publish/republish pictures or images of me for the purpose of illustration, advertising and promoting the Sedona Community Food Bank through any medium.

I hereby accept and assume full responsibility for any injury I might suffer while volunteering at the Sedona Community Food Bank. In the event of injury, parents/guardians authorizes the Food Bank's staff to seek treatment for minor volunteers (volunteers under 18 years of age) and to take other action should a medical emergency arise and waive and release my right for damages.

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All volunteers are to show respect and confidentiality of the Sedona Community Food Bank's client and business information.

I understand and agree that no particular schedule or hours of service are guaranteed for the volunteer work I will perform for SCFB, that SCFB may determine at any time that it no longer needs such volunteer services performed, and that I may decide at any time to end my volunteer activities for SCFB. I further understand that SCFB assumes no responsibility or liability for my safety or for the consequences of my activities.

I understand and agree that:

1. If I am accepted as a participant in a charitable program to perform the volunteer services described above for the Sedona Community Food Bank, I will not be an employee of SCFB, I will not be entitled to any compensation for my services (other than selected items of food if I am volunteering to help with the Food Bank), and I will not be entitled to any benefits from SCFB
2. If I am volunteering my services to the Sedona Community Food Bank under the auspices of SCFB, I will be required to comply with all regulations that might apply to anyone working at or for the food bank operations
3. Do you have any physical restrictions we need to be aware of? (Circle one): YES NO
List: _____
4. Must provide proof of US citizenship.

PRINT NAME OF VOLUNTEER: _____

VOLUNTEER SIGNATURE: _____

DATE: _____

****IF YOU ARE NOT 18 YEARS OF AGE OR OLDER YOUR PARENT OR GUARDIAN MUST COMPLETE AND SIGN THE FOLLOWING STATEMENT BELOW.**

I have read the Volunteer Service Agreement and confirm that _____ has my permission to participate as a volunteer in the program as described by the Sedona Community Food Bank.

PRINT NAME OF PARENT OR GUARDIAN: _____

PARENT OR GUARDIAN SIGNATURE: _____

DATE: _____