Community Service Volunteer Agreement

Individuals with non-violent offenses completing court-mandated community service with Bread for the City are asked to review the expectations below:

VOLUNTEER AGREES TO:

- Treat everyone with dignity and respect.
- Inform Bread for the City of the number of community service hours needed and the deadline by which they need to be completed.
- Track your service hours by signing each day's volunteer log and your timesheet.
- Let us know in advance if you cannot show for a volunteer commitment.
- Give Bread for the City at least three days advance notice before requiring verification of community service hours. (There is no guarantee a same-day request will be completed.)
- Inform Bread for the City of expected communications from staff monitoring completion of your community service.
- Fulfill the duties of your volunteer role to the best of your ability.
- Follow the direction all Bread for the City program staff, policies, and procedures.
- Notify a member of the volunteer program staff with concerns, issues and feedback.
- Arrive to your shift in accordance with dress code and hygiene guidelines.

BREAD FOR THE CITY AGREES TO:

- Provide a welcoming environment where everyone is treated with dignity and respect.
- Provide information regarding specific duties, expectations, and more through a Volunteer Handbook provided in advance of service.
- Provide Community Service Volunteers with procedures and a timesheet for tracking hours.
- Verify community service hours within 3-5 business days.
- Provide the support, resources, and tools necessary to complete the duties of your volunteer role.
- Listen to concerns and accept feedback in a neutral setting.
- Respect your time.

I have read and understand Bread for the City's Community Service Volunteer Agreement. I agree to abide by this agreement and will work to fulfill my commitment as a Bread for the City Volunteer. I understand and agree that failure to comply with this agreement is grounds for suspension or termination of my volunteer status with Bread for the City. I understand that Bread for the City commits to working with me to fulfill the expectations in this agreement.

Volunteer Name (print) _____

Volunteer Signature _____ Date _____