



(251) 895-6967

A Servant's Love Volunteer Guidelines

In order to work well with the staff and to present A Servant's Love, Inc. (ASL) in the best possible light, we ask that you adhere to the following guidelines when you volunteer.

Qualifications & Requirements:

- Complete and submit a volunteer application
- Children 12 years of age and younger, **MUST BE** accompanied by an adult
- In everything you do with and for ASL, enjoy yourself and know that the people we are collectively assisting, truly appreciate your efforts
- Handle the food you prepare for others, as respectfully as you would handle your own
- Latex gloves are provided to handle fresh produce for SNWP and for HOH work. Feel free to bring your own work gloves if needed
- Treat everyone with the kindness and respect that you would like to receive
- Foul language is unacceptable
- Time commitment and scheduling:
 - Regardless of the allotted volunteer time, you determine the length of time you will volunteer
 - Make sure you inform ASL Leadership if you need volunteer hours
- All volunteers are appreciated and needed. Understand that when you show up to volunteer, there is always work to do. If you show up just for volunteer credit and decided to only hang out with a friend, working with ASL is not the right place for you

Signing in:

- Be sure to sign in and out for each volunteer shift
- Ask for directions before you start working

Dress protocol:

- Modest and respectful clothing are necessary and appreciated
- Closed-toe shoes are strongly suggested for SNWP and HOH



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Customer relations:

- The success of our organization depends upon the quality of the relationship between A Servant's Love, Inc., employees, volunteers, participants and general public. Our participant's impression of A Servant's Love, Inc. and their interest and willingness to utilize our services is greatly formed by the people who serve them. In a sense, regardless of your position, the more goodwill you promote, the more our community will respect and appreciate all that is done for A Servant's Love, Inc.

Smoking policy:

- NO SMOKING

Misappropriation of supplies:

- Make sure all borrowed items and tools are returned before you sign out
- Supplies are costly and limited. Help ASL eliminate waste

Workplace safety:

- If you have peanut allergies, please call each time before volunteering. Your health and safety is important to us
- Always use extreme caution and care
- Do not take unnecessary risks
- Do not sit on tables
- Do not allow children to play beneath tables
- Tools are not toys and can be dangerous. Only use them for the task at hand
- Work carts and pallet jacks are not to be ridden on by children or adults

Volunteer injury:

- Any personal injury that occurs while volunteering for A Servant's Love, Inc. should immediately be reported to a staff member. Volunteers are not covered under the organizations insurance for injury to themselves

Volunteer feedback:

- If you have ideas or opportunities that may align with ASL's Mission, please share it with us
- If you have questions or concerns, please do not hesitate to talk with Leadership about it