

VOLUNTEER AGREEMENT

Second Harvest Food Bank appreciates your services and we will do our utmost to ensure that your volunteer experience is rewarding, productive, and safe. We are committed to respecting your skills and individual needs within the limitations of these requirements. We ask your cooperation in abiding by these guidelines.

- Complete duties as assigned; ask for help or directions as needed. Report possible hazards or unsafe activities you see.
- Anyone under the influence of drugs and/or alcohol will not be permitted to volunteer.
- Wash hands before handling food, after break, smoking, or returning from the restroom. Observe good housekeeping practices when working, by keeping the work area clean and orderly.
- Use proper lifting techniques: when lifting heavy objects, use your legs to push upwards, keeping your back straight and your body balanced. If you need help, do not hesitate to ask a supervisor for assistance.
- Only food bank staff members may operate forklifts. Volunteers must be trained before operating any equipment. Volunteers under 18 years-old may not work around forklifts, pallet jacks, or participate in the loading or unloading of vehicles, while power equipment is present, or the operation of fleet vehicles.
- Wear sensible clothing, solid closed-toed shoes and long pants. Sandals, tank tops, shorts, offensive clothing, and walkmans are not permitted.
- Running, horseplay (throwing fruit, etc.), riding pallet jacks, and walking or stepping on pallets is not permitted.
- Food or any product may not be taken from the warehouse or food sorting areas unless under Partners In Need Program supervision. Unauthorized possession will be considered stealing.
- Sexual harassment, violence, harassing behavior or offensive speech will not be tolerated by staff or volunteers. Report incidents immediately to staff members.
- Please use discretion when conducting personal business during your volunteer time
- All volunteers must advise staff or supervisor if leaving the premises before the end of a scheduled shift.
- Youths under 16 years-old must be in an organized volunteer group and/or supervised by a responsible adult at all times.

I have read and acknowledge my responsibility to follow these rules while I am a volunteer for any sponsored Second Harvest Food Bank activity. Any injuries will be reported immediately to a volunteer supervisor or staff member. I understand that I will be asked to discontinue volunteering if I do not follow these requirements and show good judgement.

Print Name

Date

Signature

I give permission for the above minor child (under 18 years-old) to volunteer at Second Harvest.

Parent or Guardian Signature