
Santiam Canyon Wildfire Relief Fund

Anthony Hall - 11758 Sublimity Rd SE, Sublimity, OR 97383

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Anthony Hall Volunteer Guidelines

Updated Jan. 28TH 2021

OVERVIEW

Based on input from wildfire survivors, volunteers, and staff, we have decided to create formal volunteer guidelines which we hope will increase the efficiency of Anthony Hall.

VOLUNTEER PHILOSOPHY

The Santiam Canyon Wildfire Relief Fund highly values our volunteers. You allow our staff to fully focus on the work they excel at. By contributing your unique talents, skills, and knowledge of our community, you have provided the people of the Santiam Canyon with immense support.

GOALS OF ANTHONY HALL

1. Serve those verified through **Santiam SIT** (the modular trailer) to receive aid through distributing needed items.
2. Collaborate with SIT and other volunteers to create a service oriented environment.
3. Comply with County and State COVID-19 safety regulations.

EXPECTATIONS

- ❖ Above all else, serve with a kind, compassionate, and positive attitude:
 - Provide general hospitality to all entering the store. Be friendly and helpful.
 - Work as a team with other volunteers and SIT to meet the needs of those affected.
- ❖ Work with the Store Coordinator to identify challenges and create solutions:
 - Provide input on how the store operates and discuss your thoughts with the Store Coordinator.
 - Feel free to give feedback and solutions.
 - Act intuitively to streamline what we do and make volunteer time count.
- ❖ Collaborate with the greater SIT team:
 - Help SIT members from the modular office fill delivery orders and gather items for individuals not present.

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- SIT is responding to wildfire, COVID, and other urgent needs in the community. Any community members of these categories may be approved to receive services.

SPECIFICATIONS

- ❖ As of 2/1/2021, Anthony Hall will shift to a hybrid model of distribution — somewhere between how we currently operate and how we previously did.
 - Orders will be required for valuable items and those with limited quantity, such as laundry detergent, outdoor equipment, cat food, etc.
 - Shoppers will be able to shop for personal hygiene, bulk, and unique items within the hall.
- ❖ Volunteer responsibilities will remain essentially the same. More organizing/restocking may need to be done with the added shelves inside.
 - All volunteers are to check in at the check in shed to receive a COVID screen, then sign in and sign out at the front desk at the start/end of each shift.
 - All volunteers must fill out the SCWRF Micro-Volunteer Waiver.
- ❖ Order forms will still be filled out at Check In Shed or the SIT Office, and shoppers will need a form to gain entry to the hall.
 - Volunteers will use forms to fill orders of needed items into a shopping cart.
 - When the order is done, the cart will be given to the shopper as they shop the shelves available to them around the hall.
 - There is no time limit for being in AH **unless** there is a line of shoppers waiting to come in. Volunteers should not rush shoppers in any situation; the store coordinator will handle congestion as needed.
 - If a shopper is unavailable to find needed items, refer them back to the SIT modular for further support.
 - Order forms will be placed behind the front desk for data entry.
 - Volunteers are more than welcome to accompany shoppers to their vehicle to unload, but are not required.
- ❖ Per County mandated COVID-19 regulations:
 - All Shoppers, Volunteers, and SIT members are **required** to wear a face covering while at the Resource Center (This includes Hall, Parking Lot, SIT Modular, other buildings). Eating and drinking are the only exceptions to this rule.
 - Social Distancing to the best of our ability is required. No combination of shoppers/volunteers is allowed to exceed **10**, the hall's max capacity.
- ❖ The Store Coordinator is responsible for accepting all donations and writing gift in-kind receipts. Donations are accepted at their discretion.
 - If distributed items are used, they should be like new.

Looking Back

As of Jan 1ST 2021:

- ❖ SCWRF/SIT have provided services to over **1000** households affected by the 2020 Beachie Creek/Lionshead Fires.
 - **1500+** estimated Anthony Hall Store Visits
- ❖ SCWRF has raised over **\$2.5 MILLION** to go directly to households to recover and rebuild.
 - Current Numbers available @ SCWRF.org
- ❖ Between Gates, Mill City, Detroit, and Sublimity Locations, **23,000+** estimated volunteer hours have been logged through SCWRF, KoC, Lions, Salvation Army, and more.
 - That's equivalent to **958 Days, 32 Months, or just over 2 and a half Years!**

Thank you to our volunteers, donors, and supporters! With your contributions we have been able to satisfy our organizational mission:

*The **Santiam Canyon Wildfire Relief Fund** was established in 2020 to support residents living in the Santiam Canyon who are affected by the September 2020 Lionshead and Beachie Creek wildfires by raising funds to*

- *provide relief*
- *support the recovery and clean up, and*
- *assist in the rebuild*

of our communities of Breitenbush, Idanha, Detroit, Gates, Mill City, Lyons, and Mehama, Oregon.



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