Rules and Regulations for Volunteers

* Dress Code: **Closed Toed shoes are required.** Due to health department regulations, we ask that you always wear a shirt with at least a short sleeve. Sleeveless, spaghetti straps and/or tank tops, low-cut or midriff tops are NOT allowed. No hats
* Please plan to arrive at your scheduled start time. Late volunteers may be turned away.
* At this time, we are asking that individuals who have *not been fully vaccinated* to please wear a mask while in the facility.
* Cell phones or ear buds/headphones cannot be used in sorting room. If you need to make a call, please step back into the orientation room.
* All volunteers must remain in the area where assigned.
* Do not lift items that are too heavy. Always ask for assistance
* No driving Food Bank vehicles or equipment. (fork lifts, pallet jacks…)
* No riding or standing on pallet jacks, buggies or carts.
* No running in building or playing on pallets.
* No climbing on racks. Alert a staff member if products cannot be reached.
* No climbing in and out of the totes or barrels. Alert a staff member if products cannot be reached.
* No drinking alcoholic beverages while at facility.
* Do not remove any item, including food, from the Food Bank or from a Food Bank event, even if it is being discarded.
* **No food (including gum) or drinks** are allowed in the sorting room or warehouse at any time. Water is allowed in the orientation room in a container with a lid.
* No backpacks, purses, and etc. are allowed in the sorting room or warehouse. Please leave these in your vehicle or ask to be assigned a locker.
* We are a **Tobacco Free** campus. This includes vaping.
* No throwing or tossing cans or any other products.
* What to expect when you arrive: You will be asked to fill out a volunteer release form if you haven’t already and to sign the volunteer log. After watching a short orientation video and being given instructions by Gene, you will go to work.
* NEW ADDRESS: 285 Mt. Zion Rd – off Linwood between 3132 and Burt Kouns The front door is the ONLY entrance into/exit out of the building.
* Ideal group size is 10-12. Organizations that sign-up should have a minimum of 10 volunteers. Volunteer shifts we set-up will require 10 people or shift may be canceled. Volunteer shifts will be handled through Sign-Up Genius. You must sign up in advance for a shift.
* At this time, no one under 13 may sign up to volunteer. Children 13-16 may volunteer with an adult chaperone. One chaperone required per 5 children. Children 17 and older may work on own.