

## Volunteer Guidelines

- Volunteers must sign up for a volunteer shift on City of Refuge's volunteer calendar to be able to serve. Unscheduled visits are not permitted.
- All volunteers over the age of 18 must fill out a background check before volunteering.
- Volunteers must sign in on the sign in sheet provided when they arrive to their volunteer area.
- Please remain for the entirety of your volunteer shift.
- If you can no longer attend your volunteer shift, please email the Volunteer Coordinator or cancel your registration.
- No Pictures or videos may be taken of residents or children without prior approval by City of Refuge staff.
- Volunteers are asked to remain off of their phones while volunteering and engage in the project or with the residents.
- Volunteers are not allowed to be one on one with children or residents.
- Please do not discuss politics or have theological debates with residents or staff members.
- Please do not ask residents to provide personal information about themselves.
- Please do not provide money to residents.
- Please do not provide your personal information to residents.
- Volunteers must report any discussions around bullying, self-harm, or abuse to the nearest City of Refuge staff member immediately.

City of Refuge reserves the right to ask a volunteer to leave if they are not following the guidelines.