

# *Community Service and Volunteer Expectations*

## *Dress Code*

- Closed toed shoes required- no flip flops or open shoes, even with socks
- No clothing with any political imagery or text or offensive imagery
- Shorts during warm weather need to be an appropriate length.
- If desired, bring your own gloves- we do not provide them

## *Behavior*

- You are here to support a good cause and a non-profit. If you don't support this cause, this may not be the place to work.
- You are not in competition with other volunteers.
- If you have a conflict with another volunteer, staff or a customer, please bring it to the attention of Karen or Heidi.
- This is not a time to gossip or catch up with friends. Please feel free to socialize, but not so customers are ignored. This store gets busy, and we need volunteer help to manage the chaos.
- This is not the time to nap, play on phone, or post to social media.
- No smoking allowed on premises or build site- must be done off premises.

## *Language*

- Inappropriate language is not allowed. If you are found to be using such language with another volunteer or customer, you will receive a verbal warning leading to potential dismissal.
- We do not discuss politics or air personal opinions on topics like race or politics in this environment.

## *Physical Abilities*

- Lots of standing and walking is done each day. Please know your limits- if you don't think this is something for you, it would be better to serve hours elsewhere.
- If unable to lift, please don't. Your safety comes first.

## *Breaks*

- 15 minutes every 4 hours- usually about halfway through shift
- 30 min lunch if working over 4 hours