

RIVERVIEW GARDENS

VOLUNTEER POLICIES

# VOLUNTEER EXPECTATIONS

1. Respect the mission, goals and property of Riverview Gardens.
2. Follow all policies and guidelines of Riverview Gardens, observe confidentiality when needed, and engage in appropriate behavior at all times.
3. Contribute to Riverview Gardens by being reliable and dependable through participation and working with team leaders and other volunteers in a respectful manner.
4. Act safely, responsibly and professionally.
5. Treat everyone fairly and without discrimination.
6. Avoid any conflict of interest relationships.
7. Volunteer free from the influence of drugs or alcohol.
8. Smoke only in two designated smoking areas on the property.
9. Stay home if feeling ill or unable to do the work, or if you are sick.
10. Maintain personal property in a secure manner by using provided lockers, or leaving in car or at home.

# WHAT TO EXPECT IN RETURN

1. An orientation and have continued guidance and support.
2. Have personal volunteer information kept strictly confidential.
3. The opportunity to work as part of a team, to contribute to the welfare of community and the organization, and to be recognized for contributions.
4. The support needed to do projects, including necessary equipment, supplies (including gloves, boots, and lockers), work space and helpful supervision in a safe environment.
5. Food handling and other safety training to ensure a healthy experience for all.
6. The opportunity to give feedback about the volunteer experience.
7. The opportunity to grow and develop skills.
8. Appreciation and gratitude for your contributions to our mission and community.

# DRESS CODE

1. Dress appropriate for duties that relate to outdoor or farm-type work, including wearing closed-toed shoes and clothing that may get dirty.
2. Clothes should not be inappropriately revealing or contain references to alcohol, drugs or other offensive subject matter.
3. Jewelry should be kept minimal.