CINDY RAMSEY CENTER

Code of Conduct

Professionalism and Respect:

- Treat all staff, neighbors, and fellow volunteers with respect and courtesy.
- Maintain a professional demeanor while representing the Cindy Ramsey Center.
- Refrain from smoking during your volunteer shift.

Confidentiality:

- Respect the privacy and confidentiality of neighbors, refraining from discussing personal information outside of designated spaces.

Punctuality:

- Arrive on time for scheduled shifts and meetings. Notify the coordinator in advance if you are unable to attend.

Task Completion:

- Complete assigned tasks efficiently and effectively, seeking guidance if needed.
- Refrain from using your cell phone during your volunteer shift.

Communication:

- Communicate openly and honestly with fellow volunteers and staff.
- Report any concerns or issues promptly to the designated supervisor.

Dress Code:

- Adhere to the specified dress code: weather-appropriate clothes, and close-toed shoes.

Conflict Resolution:

- Handle conflicts or disagreements constructively and respectfully. Seek assistance from staff if necessary.

Not Taking Food from the Food Pantry:

- Volunteers are strictly prohibited from taking food items intended for neighbors from the food pantry for personal use.

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Safety and Hygiene:

- Adhere to safety and hygiene guidelines, including proper sanitation practices.
- We are a non-smoking campus. We ask all volunteers to refrain from smoking during volunteering.

Training and Development:

- Participate in required training sessions and seek opportunities for personal and professional development.

Volunteer Commitment:

- Fulfill volunteer commitments and notify the coordinator in advance if unable to continue volunteering.

Feedback:

- Provide constructive feedback and suggestions for improvement when appropriate.

Follow Cindy Ramsey Center Policies:

- Abide by all policies and procedures set forth by the Cindy Ramsey Center.

Gratitude:

- Express gratitude to fellow volunteers, staff, and neighbors for their contributions and cooperation.

CINDY RAMSEY CENTER

HELP OUT CENTER, INC. dba CINDY RAMSEY CENTER
VOLUNTEER RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT

This Volunteer Release of Liability and Assumption of Risk Agreement ("Agreement") is entered into by the undersigned ("Volunteer") in favor of Help Out Center, Inc. dba Cindy Ramsey Center ("CRC"), a Texas nonprofit corporation, its directors, officers, employees, agents, volunteers, and affiliates (collectively, the "Released Parties").

1. VOLUNTARY PARTICIPATION
I acknowledge that I have freely chosen to assist CRC as a volunteer. I understand that volunteer activities may include, but are not limited to, physical tasks, food handling, sorting goods, distributing supplies, interacting with clients, and other activities associated with CRC's services and programs.

2. ASSUMPTION OF RISK
I understand that volunteering may involve certain risks, including the potential for minor injuries, physical strain, or exposure to various environments. knowingly and voluntarily accept all risks associated with participating in volunteer activities.

3. RELEASE AND WAIVER OF LIABILITY
To the fullest extent permitted by law, I, on behalf of myself, my heirs, assigns, and personal representatives, hereby release and discharge CRC and the Released Parties from any and all liability, claims, or demands arising from my volunteer activities with CRC, including any claims resulting from ordinary negligence.

4. MEDICAL TREATMENT
I understand that CRC does not provide medical care or insurance for volunteers. I authorize CRC to seek emergency medical assistance on my behalf if needed, and I agree to be responsible for any related expenses.

5. INSURANCE
I acknowledge that I am not covered by CRC's insurance and that I am responsible for arranging my own coverage for personal injury or medical needs, if desired.

6. PHOTOGRAPHIC RELEASE
I grant CRC permission to use photographs, video, or other media in which I may appear for promotional or informational purposes, without compensation or further notice.

7. COMPLIANCE WITH POLICIES
I agree to follow all CRC policies, procedures, and safety guidelines. I understand that CRC reserves the right to discontinue my volunteer service at any time.

8. GOVERNING LAW
This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THIS AGREEMENT AND SIGN IT VOLUNTARILY.

Volunteer Information: If under 18, parent/guardian signature required:

Name (print): _____ Parent/Guardian Name (print): _____

Parent/Guardian Name (print): _____ Date: _____