



Volunteer Code of Conduct

As a volunteer for Family Promise of Beaufort County the primary goal is to provide appropriate services and support for homeless families and their children. In doing so, a volunteer must observe and comply with the Code of Conduct set forth in this document. If a situation is questionable, consult a staff member of Family Promise.

1. A volunteer shall treat all participants, volunteers, staff members and representatives from collaborating agencies with respect, courtesy, fairness and good faith.
2. A volunteer shall safe guard the participant's right to confidentiality within the limits of the law.
3. A volunteer shall discuss any suspicion of child abuse with staff immediately.
4. A volunteer shall demonstrate non-discrimination among all persons served, and among the employees, volunteers, and others involved with the program.
5. A volunteer shall respect the interfaith nature of the program and refrain from proselytizing and evangelizing.
6. A volunteer shall report all conflicts with program participants to staff immediately and work with staff on resolving conflicts.
7. A volunteer shall report any personal complaint or grievances, and any program complaints or grievances reported to him/her, through the grievances process.
8. A volunteer shall refrain from providing services while impaired owing to the volunteer's physical and mental health due to use of medication, drugs or alcohol.
9. A volunteer shall refrain from secluding himself or herself alone with a participant or a participant's child by remaining in sight of other participants, volunteers or staff.
10. For the safety of both volunteers and guests, volunteers are not to accept primary responsibility for children in the program. They must remain under the supervision of their parents at all times.
11. A volunteer shall refrain from providing personal information (i.e. phone number & address) to a participant. A volunteer will inform a staff member of Family Promise with any exceptional circumstance.
12. A volunteer shall respect the participant's and their own roles with Family Promise and refrain from establishing unprofessional relationships while participants are in the program.
13. All donations to guests (monetary and/or goods) must be coordinated through staff. Guests are not permitted to request or accept donations of any kind without prior approval of the Director, and could be removed from the program if they violate this rule.

Your signature below means that you understand and agree to abide by this Code of Conduct. You are also acknowledging that you have received a copy of this agreement.

Volunteer Signature _____

Date _____

Volunteer Name (please print) _____