



Lonsdale Area Food Shelf (LAFS) Volunteer Application

Name: _____

First

Middle

Last

Date of Birth: _____

Complete Address: _____

(If less than 5 years, include previous address)

Phone: _____ Cell Phone: _____

Email: _____

Note: Most correspondence is sent via email, the address above will be used unless you specified otherwise.

Your contact information will be shared with the other volunteers.

Volunteer Hours: **Client Food Distribution** (18 years or older): Thursdays 12:00 – 5:15pm

Are you currently using the service of LAFS? Yes No

Why do you want to volunteer at the Food Shelf? _____

Previous Work and Volunteer Experience:

Organization

Position/Major Responsibility

Dates of Service

References: Please list one or more personal references and one or more professional or work related references:

Reference One:

Name: _____

Address: _____

Phone: _____ Email: _____

Relationship: _____ Length of Relationship _____

Reference Two:

Name: _____

Address: _____

Phone: _____ Email: _____

Relationship: _____ Length of Relationship _____

Reference Three:

Name: _____

Address: _____

Phone: _____ Email: _____

Relationship: _____ Length of Relationship _____

Volunteer Confidentiality Policy and Statement:

Confidentiality is a moral value and legal obligation of the Lonsdale Area Food Shelf (LAFS). Every LAFS client has a right to confidentiality from the staff and volunteers. It is your responsibility, as a representative of the LAFS to protect any information you may learn or be given. It is important to protect not only names, but to keep all details strictly confidential.

By signing this statement, I agree that, in the performance of my duties as a volunteer at the LAFS:

- I will hold all information strictly confidential at all times.
- I understand that if I meet people or obtain information about people while working at the LAFS, and then see them in another context, or if I share acquaintance with someone at the LAFS, it is not appropriate to comment to them or anyone else about their participation at the Food Shelf.
- I will do my best to make this experience the best it can be for all LAFS clients.

Volunteer Signature: _____ Date: _____

Photo Release:

I give permission to the Lonsdale Area Food Shelf to use photos of myself for general promotion purposes.

Volunteer Signature: _____ Date: _____

Volunteer Dress Code: Please see attached policy

I acknowledge that I have read the “Dress Code Policy” and agree to abide by it.

Volunteer Signature: _____ Date: _____

Volunteer Firearms Compliance: Lonsdale Area Food Shelf, Inc. liability insurance regulations requires that no employee, director, or volunteer is allowed to have a firearm in possession while working at or on behalf of the food shelf at any time. See attached liability insurance clause.

I acknowledge that I have read the “Absolute Firearms Exclusion” and agree to abide by it.

Volunteer Signature: _____ Date: _____

The Lonsdale Area Food Shelf, Inc. liability insurance policy requires that a background check be obtained for all volunteers; separate application and consent forms attached.

I acknowledge that this information is true to the best of my knowledge and I will be held accountable for all untrue statements provided in this application.

Volunteer Signature: _____ Date: _____

Your application with the Lonsdale Area Food Shelf will be kept confidential.

Thank you for your interest in volunteering at the Food Shelf.

Your completed application can be mailed by US mail, scanned and emailed to the Food Shelf or dropped off at the Food Shelf on Thursday’s during client hours.

US Mail:

Trondhjem Church
Attn: Tami – LAFS
7525 Garfield Ave
Lonsdale, MN 55046

Email: Scan and email to Lonsdalefoodshelf@gmail.com

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Business Casual Dress Code

A business casual dress code is to allow our volunteers to work comfortably in the workplace. Yet, we still need our volunteers to project a professional image for our clients and community visitors. Clothing that reveals too much cleavage, your back, your chest, your stomach or your underwear is not appropriate for a place of business, even in a business casual setting.

Even in a business casual work environment, clothing should be pressed and never wrinkled. Torn, dirty, or frayed clothing is unacceptable. All seams must be finished. Any clothing that has words, terms, or pictures that may be offensive to other volunteers or clients is unacceptable. Clothing that has the LAFS logo is encouraged, but not required. Volunteers can purchase LAFS Shirts at Five Star Embroidery in Lonsdale.

Slacks, Pants, and Shorts : Jeans, slacks, Shorts (hem below your fingertips or longer when arms and fingers are extended straight at your side), and capris, are acceptable. Inappropriate slacks or pants include sweatpants, exercise pants, short shorts, bib overalls, leggings, and any spandex or other form-fitting pants such as people wear for biking.

Skirts, Dresses, and Skirted Suits: Casual dresses and skirts, and skirts that are split at or below the knee are acceptable. Dress and skirt length should be at a length at which you can sit comfortably in public. Short, tight skirts that ride halfway up the thigh are inappropriate for volunteering. Mini-skirts, beach dresses, and spaghetti-strap dresses are inappropriate for volunteering.

Shirts, Tops and Blouses: Dress shirts, sweaters, polo shirts, t-shirts, sweatshirts and turtlenecks are acceptable attire. Inappropriate attire at LAFS includes spaghetti strap tank tops, midriff tops, halter-tops, shirts with potentially offensive words, terms, logos, pictures, cartoons, or slogans.

Shoes and Footwear: Athletic or walking shoes, loafers, clogs, sneakers, boots, flats, leather deck-type shoes and flip flops are acceptable at LAFS.

Makeup, Perfume, and Cologne: Makeup should be in good taste and kept to a minimum. LAFS is a Scent-free environment. Scented products such as hair spray, perfume, cologne and deodorant can trigger reactions such as respiratory distress and headaches. Volunteers are asked to refrain from using heavily scented products when volunteering.

Conclusion

If a volunteer fails to meet these standards, the volunteer will be asked not to wear the inappropriate item to the Food Shelf again. If the problem persists the volunteer maybe asked to no longer participate at the Food Shelf.

**UNITED STATES LIABILITY INSURANCE GROUP
WAYNE, PENNSYLVANIA**

This endorsement modifies insurance provided under the following:
**COMMERCIAL GENERAL LIABILITY COVERAGE FORM
COMMERCIAL UMBRELLA POLICY
EXCESS LIABILITY POLICY
ABSOLUTE FIREARMS EXCLUSION**

The policy does not insure against loss or expense, including cost of defense, for any “occurrence”, claim or “suit” for “bodily injury”, “property damage”, “personal and injury” or medical payments arising or resulting from directly, or indirectly, the use of firearms of any kind.

This exclusion applies to any “occurrence”, claim or “suit” regardless of whether the use of firearms is a direct cause, a contributing cause or a concurrent cause of any loss.

All other terms and conditions of this policy remain unchanged. This endorsement is a part of your policy and takes effect on the effective date of your policy unless another effective date is shown.