*All volunteers must be prepared to follow these guidelines. Please print out this form, read it carefully and fill out the bottom, then bring or mail it to the Center. You will also need a background check application, available on the Get Involved page.*

*Address: THE NEW HOPE RESOURCE CENTER  414 Spring St. , Puyallup, WA 98372*

 **NEW HOPE RESOURCE CENTER**

**Code of Conduct for Volunteers**

Volunteers at New Hope Resource Center understand that their purpose is to provide an emotionally and spiritually safe environment for guests seeking emergency shelter during the day.  Guests must be given the opportunity to address their own needs, feel secure, and experience healing without the personal needs of volunteers complicating the ministry.  The following points describe basic expectations of New Hope Resource Center Volunteers:

Personal Practice

      New Hope Resource Center Volunteers

* will refrain from using drugs or alcohol on the property on the day they volunteer.
* are expected to be respectful to both volunteers and guests.  This means    no offensive, discriminatory, or degrading language or behavior.
* must wear appropriate clothing.  This means clothing that is not sexually revealing and/or is not offensive to other volunteers or guests.

Volunteer-Guest Practice

      New Hope Resource Center Volunteers

* may not buy items from or sell items to guests.
* may not provide illegal drugs, prescription drugs, alcohol, or money to guests.  (If there is a question about providing money for any reason, the volunteer must consult the Manager/Director of the Center)
* may not have a dual relationship with guests, including business relationships (which could lead to exploitation or manipulation by volunteers), landlord-tenant relationships (meaning that guests do not pay the volunteer for a room, apartment, etc.), romantic relationships (so that the personal desires or agendas of the volunteer do not undermine the ministry), and any other relationship that compromises the focus and purpose of the New Hope Resource Center.
* may not use threatening language or behavior to elicit change from guests.  Behavior intervention/modification must be respectful.

Program Practice

* Conversations regarding operating procedures or guests must happen away from the larger group of guests to protect privacy.
* Volunteers must respect confidentiality of guests.  This means that guests’ personal and identifying information must be kept within the volunteer group and only given as needed to service agencies on behalf of the guests.
* Volunteers respect that this is a volunteer ecumenical community ministry and may not use the ministry to pressure guests to attend their specific churches or conform to their specific beliefs.

In order to volunteer at the New Hope Resource Center, I will comply with this Code of Conduct.  My signature indicates that I understand what is expected of me and is my commitment to taking responsibility for myself as I work with other volunteers to serve New Hope’s guests.  If my behavior contradicts the above responsibilities, I understand that I may be asked to withdraw from the program.  If I have any questions pertaining to this Code of Conduct, or in general about New Hope Resource Center, I will contact the Manager/Director of the Center.

Days and Times that I am available to volunteer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (printed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_