



FREDERICK RESCUE MISSION

419 W South St | PO Box 3389 | Frederick, MD | 21701 | 301.695.6633
www.therescuemission.org

Policies & Guidelines

In an effort to provide our volunteers with a safe environment and to better serve those individuals placed in our care, all volunteers of the Frederick Rescue Mission must strictly adhere to the following guidelines.

Mission Statement: The Frederick Rescue Mission is a Christ-centered ministry that provides a long term residential recovery program to the chemically addicted, food to the hungry, clothing and furniture to the needy.

1. **Mission Statement**- Must read the above *Mission Statement* and agree not to say or do anything that would compromise the integrity of said Mission Statement.
2. **Statement of Faith**- Must agree to read the Statement of Faith before sharing spiritual insight/guidance that would compromise the integrity of Mission's Statement of Faith (ask Staff person or Front Desk for Statement of Faith).
3. **Dress**- All volunteers should dress conservatively. No tight, sleeveless, spaghetti strap or revealing tops. No tight, short, or revealing bottoms. Loose t-shirts and long pants are encouraged.
4. **Personal Belongings**- Leave all personal belongings at home or in a secured vehicle.
5. Volunteers should not leave their area of service without permission from supervising staff personnel.
6. **Personal Information**- Do not offer any personal information, i.e. last name, telephone number, and address or work information to residents or clients.
7. **Gifts and/or Loans**- Under no circumstances may anyone give gifts of any kind, including money, or lend money to residents or those we serve
8. **Transportation**- Transportation for residents or those we serve must have the prior approval of Residential Staff.
9. **Age**- Must be at least 12 years old to work as a volunteer. An adult volunteer or staff member must accompany volunteers under the age of 18 at all times.
10. **Contact / Relations**- Social interaction of any kind, off the Mission premises, with a resident or those we serve must be discussed with Residential Staff beforehand.
11. **Improper familiarity**- Flirting, dating, and sexual relations are strictly prohibited.
12. **FRM Privacy Policy**- All information acquired while volunteering must be kept confidential.
13. **Inappropriate Behavior or Situations**- Must immediately be reported to staff member.
14. **Illegal Substances & Alcohol**- Possession, use of, or being under the influence of illegal drugs, controlled substances, or alcohol products is prohibited on Mission property.
15. **Smoking**- Must be done off Mission property.
16. **Prescription Medication**- Do not bring prescription medication on to Mission property. If you are ill, we ask that you call the mission to cancel the hours you were coming to serve.
17. **Over the Counter Medication**- Do not offer residents or those we serve any medication, i.e. aspirin, cough medication, cough drops, or anything containing alcohol.
18. **Foul Language & Violence**- Will not be tolerated. Any suspicion of assault, sexual harassment or other inappropriate behavior will be reported to the Volunteer Manager.

19. Soliciting- No solicitation of goods or services is allowed on Mission property.
20. Background Checks- All Volunteers are subject to background investigation prior to the start of their volunteer service.

I, _____ hereby agree that I have read and understood or have had explained to me the above volunteer policies & guidelines. Furthermore, I understand that any violation of these policies & guidelines may result in immediate termination of volunteer status and/or proper legal action.

Volunteer Signature: _____

Date: _____

Parent Signature (if under 18—must be at least 12 years of age to volunteer)

Date

Volunteer Name (please print)

Group Name (if applicable)

Staff Signature

Date