



Volunteer Form

Thank you for your interest in joining the Volunteer Team at The Bridge!

First Name:

Last Name:

Street Address:

City:

State:

Zip Code:

Preferred Phone Number:

Phone Type:

Email Address:

Birthday:

Languages Spoken:

Emergency Contact:

Emergency Number:

Time Available to Volunteer (Morning 8:30-11:30, Afternoon 1:30-4:30, Evening 6-9pm)

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Why are you seeking a volunteer position?

- Personal fulfillment
- Community Service Requirements (please note that we do not have a program for court-mandated hours)
- Requirement for a degree/class (Interns: You will receive an Internship Application)
 - How many hours are required?
 - How long do you have to complete hours?

Comments:



Confidentiality Agreement

I, _____, acknowledge that, as a volunteer of this organization, I understand that I may have access to confidential information, both verbal and written, relating to guests, volunteers or staff of The Bridge.

I understand, and agree, that all such information is to be treated confidentially and discussed only within the boundaries of my volunteer position at The Bridge

I also agree not to discuss these same matters after I have left my volunteer position at The Bridge. I further understand that breach of this agreement shall constitute grounds for and may result in termination of my volunteer status with The Bridge.

Date	
Volunteer Name	
Volunteer Signature	
Staff Signature	

Volunteer Code of Ethics

This code follows the philosophy set by social work code of ethics. The volunteer staff at The Bridge is subject to a code of ethics in the same manner as staff.

- Volunteer staff shall have an attitude of open-mindedness toward their work with guests and will be sensitive to the similarities and differences of all guests.
- Volunteers shall not develop personal relationships, purchase gifts, or loan money to guests.
- Volunteers will not give out their phone numbers, or the phone numbers of other volunteers to guests.
- Volunteers will be sensitive to the ease with which dependency is created in a volunteer/guest relationship.
- Volunteers will not accept personal gifts from guests.
- Confidential written material is the property of The Bridge and shall be kept in the shelter or administrative office, where it is accessible only to staff.
- Volunteers will not discuss guests with anyone other than staff and fellow volunteers.
- Volunteers will not use derogatory, threatening or abusive language towards guests, volunteers or other employees.
- Volunteers will treat all guests, staff and volunteers in a respectful and professional manner.
- Volunteers will not permit or perform any physical, emotional or verbal violence in the shelter.
- Volunteers will not use their position or authority to manipulate guests or other volunteers.
- Volunteers will understand it is inappropriate to use guests as confidantes.
- Volunteers will not run personal errands for guests to whom we provide services.
- Volunteers will strive to equally distribute their time and attention to all guests without favoritism.
- Volunteers will not bring alcohol, drugs, or weapons into the shelter or administrative office, nor will they perform job-related duties under the influence of any substance.
- Volunteers will not discriminate against any guest based on race, color, creed, religious preference, age, sex or lifestyle.
- Volunteers will be responsible in reporting to the staff person on duty, any information that could negatively impact the operation or reputation of The Bridge.

I have read and understand the contents of the above information. I understand that violation may result in discharge on first occurrence.

Date	
Volunteer Name	
Volunteer Signature	
Staff Signature	



Liability Release

I, _____, acknowledge that I have read, understand, and agree to follow all Rules and Guidelines of The Bridge.

I hereby certify that I am volunteering at The Bridge on my own free will.

I hereby discharge and release The City of Dallas, The Bridge, Bridge Partners, their Board of Directors, and all and each of their agents, employees, and volunteers from any liability whatsoever in any manner arising from or resulting from damage or injury sustained to me or my property throughout participation in Bridge activities.

I hereby release The City of Dallas, The Bridge, Bridge Partners, their Board of Directors, and all and each of their agents, employees, volunteers, and the owner/operator of any vehicle, in which I may be riding in, from any and all responsibility and liability from any damage, injury, or illness which might occur during or resulting from my authorized transportation.

Date	
Volunteer Name	
Volunteer Signature	
Staff Signature	



Emergency Notification Procedure

1. Volunteers are required to complete appropriate forms listing those persons to be contacted in the event of an emergency.
2. In the event of an emergency (including serious illness, injury and/or surgery) where the volunteer is unable to communicate personally with the contact person.

Name of Emergency Contact	
Emergency contact's number	
Emergency Contact's address	
Volunteer Signature	
Staff Signature	



The Bridge Guidelines

You are a volunteer of The Bridge. We welcome you to our organization. We will remind you, however, to act responsibly and be courteous to guests, staff and other volunteers at all times.

In order to ensure safety and promote a helping environment MDHA has adopted the following guidelines:

1. Violence, threats of violence and acts of intimidation are prohibited
2. No weapons of any kind on property are prohibited
3. Theft of any kind is prohibited
4. No drugs or alcohol are allowed on property.
5. Use of alcohol and other drugs on property is prohibited
6. Sexual activity on The Bridge premises is prohibited
7. No gambling, bartering, trading or soliciting.
8. Smoking on campus is allowed only in designated areas.

I have read and understand the contents of the above information. I understand that violation may result in discharge on first occurrence.

Date	
Volunteer Name	
Volunteer Signature	
Staff Signature	