



## Volunteer Guidelines and Agreement

- We encourage you to spend time getting to know our guests and to demonstrate empathy and active listening to them. If they ask for assistance or have questions, please refer them to a staff member.
- Dress code is crucial-- if not within our standards, you will be asked to change or come back once your attire meets facility expectations. Shoulders, cleavage, midriff, thighs, and feet must be covered at all times.
  - Closed toe shoes ONLY -- no flip flops or sandals
  - Ladies: long pants, jeans, or capris -- no form fitting materials (leggings/yoga pants) or short shorts.
  - Men: pants, jeans, or shorts.
  - Shirts must have short or long sleeves -- no tank tops
- Volunteers must be at least 5 years old. Volunteers 5-11 must be accompanied by a parent or guardian at all times, and cannot serve in the kitchen. Volunteers 12-17 must be accompanied by a responsible adult at all times. Please notify us of the ages of volunteers in your group in order to appropriately place your group.
- Please do not give guests or interns any direct donations, especially cash. HF has the resources to meet the majority of guest needs once expressed, so please refer them to a staff member. However, you are welcome to bring donation items. Please contact the Volunteer Coordinator for a list of needed items.
- Feel free to take pictures of the facility and your group. However, due to confidentiality, do not include the faces of our guests and interns without their consent.
- Since we do not have a place to securely store belongings, please only bring what you need and can keep on you. Please also remember to stow all belongings in vehicles out of sight. HF assumes no responsibility for lost, damaged, or stolen personal property.

**For your protection please note:**

- **We serve many types of individuals, we ask that you DO NOT exchange personal information with our guests including, but not limited to social media, your phone number, and where you reside. Never give them any personal information or meet with them outside of HF, for both your and their safety.**
- Both volunteers and guests are to be treated with respect at all times. If you experience conflict with a guest, observe inappropriate behavior, or anything causes you to feel uncomfortable, please find a staff member immediately to resolve the issue. Please remain calm and understand the stress our guests are under.

We are located at **705 Virginia Avenue, Kansas City, MO 64106**. Please call (816) 471-4673 if you need directions. Please park in the street on Admiral Blvd upon arrival. Remember, do not bring valuable items to our facility, and please leave all valuables securely out of sight in your vehicle.

If for any reason you need to cancel, please provide at least 24 hours' notice and call the Development Coordinator. If the number of volunteers in your group changes prior to arrival, please notify us so we can place your team accordingly.

Any questions, comments, or concerns?

Contact:

Brittini Holland, Marketing & Development Coordinator  
816-298-6134 | [brittini@hopefaith.org](mailto:brittini@hopefaith.org)

## **Volunteer Liability Release**

This Release and Waiver of Liability (the "Release") is executed on the date as signed by the "Volunteer" in favor of Hope Faith, Inc., a nonprofit corporation, their directors, officers, employees, interns, guests, other volunteers and agents (collectively "HF").

The Volunteer desires to work as a volunteer for HF and engage in the activities related to being a volunteer (the "Activities"). The Volunteer understands that the Activities may include heavy lifting, risk of personal injury, etc.

### *Release and Waiver*

Volunteer does hereby release and forever discharge and hold harmless HF and its successors and assigns from any and all liability, claims, and demands of whatever kind or nature, either in law or inequity, which arise or may hereafter arise from Volunteer's Activities with HF. Volunteer understands that this Release discharges HF from any liability or claim that the Volunteer or any of the volunteer's family members may have against HF, its staff, or its officers with respect to any bodily injury, personal injury, illness, death, or property damage that may result from Volunteer's Activities with HF, whether caused by the negligence of HF or its officers, directors, employees, agents, or otherwise. Volunteers also understand that HF does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health, or disability insurance in the event of injury or illness.

### *Medical Treatment*

Volunteer does hereby release and forever discharge HF from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's Activities with HF.

### *Assumption of Risk*

The Volunteer understands that the Activities include work that may be hazardous to the Volunteer, including, but not limited to, heavy lifting, risk of personal injury, etc. Volunteer hereby expressly and specifically assumes the risk of injury or harm in the Activities and releases HF from all liability for injury, illness, death, or property damage resulting from the Activities.

*Insurance*

The Volunteer understands that, except as otherwise agreed to by HF in writing, HF does not carry or maintain health, medical, or disability insurance coverage for a Volunteer.

*Photographic Release*

Volunteer does hereby grant and convey unto HF all right, title, and interest in any and all photographic images and video or audio recordings made by HF during the Volunteer's Activities with HF, including, but not limited to: royalties, proceeds, or other benefits derived from such photographs or recordings.

*Other*

Volunteer expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Missouri, and that this Release shall be governed by and interpreted in accordance with the laws of the State of Missouri. Volunteer agrees that in the event of any clause or provision of the Release shall be held to be invalid by any court or competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this release which shall continue to be enforceable.