



# VOLUNTEER AGREEMENT

THE LORD'S DINER

CATHOLIC DIOCESE OF WICHITA

## ***PHYSICAL DEMANDS and EXPOSURES***

Providing several hundred people with a nourishing meal, in a friendly and efficient environment requires energetic volunteers. Volunteers agree to the following physical demands:

Work type: Light, exerting up to 25 pounds of force occasionally, up to 10 pounds of force frequently, and/or a moderate amount of force constantly to move object.

Climbing/Balancing/Freedom: Prolonged standing and constantly required to move about kitchen and dining hall. Sit about 10 percent of the time.

Stooping/Bending: Frequent

Reaching: Continual, overhead as well as horizontal and down.

Vision: Adequate to perform essential functions.

Color vision: No particular color vision requirement.

Hearing: Adequate to perform essential functions. Frequently express ideas through spoken words.

Eye/Hand/Foot Coordination: Occasionally operates equipment requiring moderate ability.

Manual Dexterity: Occasionally operates equipment requiring moderate ability.

Exposures: Regular contact with commercial kitchen equipment, cleaning solutions and food.

Parking: We have a well-lit parking lot for your convenience & safety, located northeast of the Diner.

When parking in the front lot, fill the parking spaces on the east end first to accommodate our guests who choose to drive to eat at The Lord's Diner. Please make sure when leaving at night that security officers are posted in the volunteer parking NE of the building.

## ***CODE OF CONDUCT***

In the best interest of the staff, volunteers and guests of The Lord's Diner, all volunteers must agree to the following:

1. I have no direct or indirect interest in the assets, leases, business transactions, or professional services of The Lord's Diner except in the course of my volunteer duties. I am not receiving payment for my volunteer duties at The Lord's Diner.
2. I have not received honoraria or preferential treatment in application for and receipt of The Lord's Diner services.
3. I have not and will not conduct private practice or the business of my employment while serving at The Lord's Diner.
4. I will respect the personal dignity of all persons and maintain appropriate professional boundaries.
5. I will use appropriate judgment marked by personal and professional integrity to ensure safe and trusting relationships when working with minors. I will use prudent caution when meeting with minors one-on-one and avoid physical contact with minors that might be misconstrued.
6. I shall maintain only professional, appropriate relationships, and not become socially or emotionally involved with guests of The Lord's Diner. I will not meet guests off of the property or transport guests off property of The Lord's Diner. I will not exchange money with the guests of The Lord's Diner.
7. I shall maintain confidentiality of The Lord's Diner business and all information about the guests except required by regulations of The Lord's Diner.
8. I shall discuss with the Director of Volunteers or the Director my concerns or questions I have regarding the Code of Conduct prior to serving at The Lord's Diner.
9. I will not use electronic devices (including cell phones, iPods', cameras, video recorders) while volunteering at The Lord's Diner without the direct permission of The Lord's Diner staff.
10. I understand that I must comply with the volunteer policies of both The Lord's Diner and the Catholic Diocese of Wichita.

I have read, understand, acknowledge and align myself with the Physical Demands and Code of Conduct on this Volunteer Agreement form.

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Volunteer Signature

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Date