



New Hope FOOD PANTRY

New Hope Presbyterian Church • 13310 S Black Bob Rd, Olathe, KS 66062 • 913.782.0955 • NHFoodPantry.org

A 501(c)3 non-profit organization and a recognized Harvesters–The Community Food Network agency.

VOLUNTEER APPLICATION

Thank you for your interest in volunteering with New Hope Food Pantry in support of our mission to alleviate suffering and hunger all the while giving God the glory. Emergency food assistance is provided to those in need for residents of Johnson and Miami counties. Please review the guidelines on the reverse side before completing this form. Return your completed form by email to nhfoodpantry@gmail.com, or mail to the Volunteer Coordinator at the above address, or deliver your application during operating hours (1:00 – 6:00 p.m., Monday – Friday).

Name: _____ Email: _____

Primary Phone #: (_____) _____ - _____ Alt. Phone #: (_____) _____ - _____

Street Address: _____

City/State/Zip: _____

Emergency Contact Name: _____ Phone #: (_____) _____ - _____

1. How did you hear about New Hope Food Pantry?

- School Church Civic Group Club Other _____

2. Are you a current client of NHFP? YES NO

3. Are you completing community service? YES NO

Court requirement Date of Birth: ____/____/____

Government-sponsored program

Student requirement

Other _____

Number of hours required: _____ Required completion date: ____/____/____

4. Do you have physical limitations that we should be aware of? If so, explain.

5. Availability: Please check all the shifts for which you would like to be considered.

DRIVERS/STOCKERS	PANTRY	OFFICE
<input type="checkbox"/> Monday 8:45 a.m. to Noon	<input type="checkbox"/> Monday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.	<input type="checkbox"/> Monday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.
<input type="checkbox"/> Tuesday 8:45 a.m. to Noon	<input type="checkbox"/> Tuesday 12:45 - 4:00 p.m., 3:45 - 6:00 p.m.	<input type="checkbox"/> Tuesday 12:45 - 4:00 p.m., 3:45 - 6:00 p.m.
<input type="checkbox"/> Wednesday 8:45 a.m. to Noon	<input type="checkbox"/> Wednesday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.	<input type="checkbox"/> Wednesday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.
<input type="checkbox"/> Thursday 8:45 a.m. to Noon	<input type="checkbox"/> Thursday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.	<input type="checkbox"/> Thursday 12:45 - 3:00 p.m., 2:45 - 6:00 p.m.
<input type="checkbox"/> Friday 8:45 a.m. to Noon	<input type="checkbox"/> Friday 12:45 - 4:00 p.m., 3:45 - 6:00 p.m.	<input type="checkbox"/> Friday 12:45 - 4:00 p.m., 3:45 - 6:00 p.m.
<input type="checkbox"/> Saturday 8:45 a.m. to Noon		
<input type="checkbox"/> Sunday 12:45 to 3:00 p.m.		

6. Please indicate which types of work you are interested in.

- Client Check-In/Data Entry Preparing Client Food Packages General/Office Work
 Truck Driving (no CDL required) Stocking/Sorting Food Special Events/Fundraising



NEW HOPE FOOD PANTRY VOLUNTEER GUIDELINES

The following guidelines have been established to create a safe, productive and gratifying experience. Please read this page before you complete your volunteer application.

Requirements:

- Volunteers for NHFP office and/or pantry must be at least 14 years old.
- Volunteers for the NHFP Mobile Pantry (second Saturday of each month) can be any age. One adult must accompany every two young volunteers. Exceptions to the age limit are also made for special projects that need large groups of volunteers.
- All volunteers must wear closed-toed shoes to enter the food pantry.
- Clothing may be casual but should be appropriate for a work setting.
- Please leave all valuables at home.
- Cell phone use during work shifts should be kept to a minimum and limited to emergency contacts. This restriction is meant to prevent distracted work and promote safety.
- No tobacco products are allowed in the New Hope church facility or on the grounds.
- Volunteers must be free of contagious illness (runny nose, colds, flu, strep throat, etc.) to work and may be sent home if the supervisor determines the volunteer is not healthy enough to work.

Policies:

- Volunteers must not report to NHFP under the influence of alcohol or any other mind-altering substance.
- All matters pertaining to clients will be considered strictly confidential.
- Name tags must be worn at all times.
- Volunteers must notify your supervisor AND email NHfoodpantry@gmail.com or call 913-782-0955 as soon as possible if delayed or unable to keep assigned shift.
- No forms of harassment will be tolerated.
- Accidents, injuries, or near misses must be reported to the supervisor immediately and the volunteer must complete an incident form describing the circumstances.
- Safety is emphasized at all times, and unsafe situations should be reported to the supervisor immediately.

I have read, understand and agree to the preceding requirements and policies.

Name of Volunteer (Please print.) _____

Volunteer's signature _____ Date: ____/____/____