



Volunteer Guidelines for Arlington Community Food Bank

At the Arlington Community Food Bank, volunteers play a vital role in serving our community. We ask that all volunteers collaborate as a team, treat everyone with respect, and remain focused on being productive. If you notice a fellow volunteer in need of assistance or see a task that needs to be done, please step in to help.

Name Tags:

Please always wear your volunteer's name tag when working within the building, participating in food drives, picking up donations from grocery stores, or representing the Food Bank in the community.

Client Confidentiality:

Maintaining client confidentiality is crucial. It is not appropriate to discuss who is receiving services or make any remarks about them. If you receive any requests for client information, refer them directly to the Executive Director.

Appropriate Dress Code:

Your personal safety and respect for others are important. Please wear clothing that provides appropriate coverage. Halter tops, low-hanging pants, or shorts shorter than 7 inches are not permitted. Be mindful of the weather, our warehouse can be particularly cold in the winter and warm in the summer.

Footwear Requirements:

Given the warehouse environment, safety is a priority. All volunteers must wear closed-toed shoes. Sandals, flip-flops, slippers, or any open or loose-fitting footwear are not allowed.

Electronic Devices:

To maintain focus on our clients and ensure the safety of all volunteers, electronic devices are prohibited while volunteering. If you have a special circumstance that requires you to stay connected, please notify the Executive Director.

Communication and Concerns:

If you have any concerns, feel free to reach out to the Executive Director at director@arlingtonfoodbank.org or the Board of Directors at board@arlingtonfoodbank.org.

Feedback and Ideas:

As frontline volunteers, your ideas for improving the experience for clients and volunteers are valuable. Please share any suggestions with the Executive Director via email.

We deeply appreciate your commitment to serving our neighbors. Volunteering is a privilege, and we hope you enjoy your time with us as we work together to help end hunger in our community.