



**JOHN 3:16 MISSION**  
Reclaiming Lives; Restoring Hope

## ***Volunteer Rights & Responsibilities***

### **As a volunteer with John 3:16 Mission, you have the right to:**

- Be empowered & equipped to accomplish your volunteer opportunity.
- Give feedback in the form of an evaluation.
- A safe and comfortable work environment.
- Request to change your volunteer assignment.
- Terminate your volunteer activity.
- Be provided the training that you need to succeed while volunteering.

### **As a volunteer with John 3:16 Mission, you have the responsibility to:**

- Complete an application & background check.
- Be punctual and conscientious. (If you are unable to fulfill your commitment, notify the Volunteer Department at least 24 hours in advance.)
- Sign in AND out of each scheduled volunteer activity.
- Dress in a manner that is modest & appropriate for your volunteer position. Please refrain from wearing tank-tops, midriff tops, short shorts, and any clothing that is: tight, low-cut, or has lewd or indecent imprints on it. If you are dressed inappropriately, we will provide you with attire or you may reschedule.
- Keep all information that is obtained directly or indirectly concerning clients and staff absolutely confidential.
- Complete assignments and respect the direction of your volunteer supervisor.
- Conduct oneself in a manner consistent with impeccable moral, ethical, and interpersonal standards, those that align with our Doctrinal Statement & Volunteer Qualifications.
- Abide by KidSafe & Client Interaction Policy:
  - Do not enter into personal contractual arrangement with client at anytime.
  - Do not loan money or property to clients.
  - Do not take, use or maintain personal possession of client's property.
  - Do not provide personal service beyond the parameters of one's job description.

- Do not invite yourself into the affairs of the client's family unless it is a part of an approved treatment plan.
- Do not develop a relationship with a client beyond what is consistent with the defined rules.
- Do not buy or sell merchandise or services to a client.
- Do not seek, commence, enter into, or continue in an emotional/romantic relationship with a client.
- Do not be alone with a child or client.
- Allow John 3:16 Mission to meet the needs of the children & clients.
- Do not give out any of your personal information to children & clients.
- Only use appropriate touch & language:

Appropriate Touch:

- Patting a child on the head, back, or arms.
- A side hug initiated by the child or client.
- Shaking hands or "bumping knuckles".

Inappropriate Touch:

- Having a child sit in the center of your lap
- Picking up a child, giving "piggy-back" rides, or swinging a child by arms or legs.
- Touching a child or client on their upper thigh, chest, genitals, or buttocks (anywhere a bathing suit touches).

- Take any problems, criticism, or suggestions to your volunteer supervisor or volunteer coordinator ([volunteer@john316mission.org](mailto:volunteer@john316mission.org)).
- Contribute to the overall mission of John 3:16 Mission. We are here to provide the homeless and at-risk with physical necessities as well as help with spiritual, emotional, and educational needs.
- Do not commit to more than you can deliver. Remember, we are counting on you to follow through.

John 3:16 Mission is an interdenominational organization. Men and women come to John 3:16 Mission from different denominational backgrounds. In respecting these differences, we encourage all volunteers to avoid promoting, teaching, or sharing personal doctrines contrary to John 3:16 Mission's Doctrinal Statement.