



Children and Family Urban Movement

PROCEDURES AND EXPECTATIONS OF VOLUNTEERS

1. All volunteers are required to fill out a Volunteer Screening Form. Signing this form states that you agree to follow all of the policies as you work with the youth. Please use black or blue ink to complete the form and print legibly.
2. Volunteers are to follow all instructions of CFUM staff.
3. Two adults should be present at all times when working with youth; avoid situations that leave you alone with youth.
4. Every attempt should be made to be open and visible when interacting with the youth.
5. If you witness a situation that concerns you, feels uncomfortable, or does not look right, immediately communicate your concerns to a CFUM staff person.
6. You are representing CFUM while you are volunteering with our program. Your conduct and language needs to be mindful of that representation.
7. Physical contact should *not* include; picking up children, sitting children on your lap, allowing them to climb on your person, or any unwarranted holding (hugging is acceptable if initiated by the child).
8. No spaghetti strap tank tops, short shorts, or exposed under clothing should be worn. Clothing should be comfortable and appropriate to wear around children (i.e. jeans and a t-shirt).
9. Please avoid bringing purses and bags if at all possible when volunteering. There is limited space to store them and CFUM cannot be held accountable for lost or stolen items.
10. Please do not share personal items, including such items as cell phones, cameras, pagers, sunglasses, bags, purses, hats or sunglasses with the children. We encourage keeping any personal items secured in the office, on your person, or in your vehicle during volunteering.

No contact should be made with children or families outside of our programs. Our organization is based on a deep and trusted relationship with families that must be safeguarded. Volunteers should never ask children for their phone number or address. If outside contact is warranted, we will introduce you to the parents, explain your relationship with us, and help explain how you would like to be involved with their children.

Disregard for CFUM procedures and expectations jeopardizes your involvement with CFUM programs.

We are grateful for your partnership and desire to help us serve the families in our neighborhood.
-Atalie Ferring, Volunteer Coordinator