

Volunteer Memorandum of Agreement

Father Joe's Villages

St. Vincent de Paul Villages, Inc., dba Father Joe's Villages and its partner agencies is recognized as the nation's leading rehabilitation program for homeless men, women, and families with children. The mission of Father Joe's Villages and its partner agencies is built on the belief of empowering our neighbors to turn their lives around. This holistic approach to rehabilitation is called "continuum of care" and offers a wide array of services and programs aimed at developing the whole person. These services include:

- Shelter and meals, case management, chaplaincy, motivational classes
- Job skills classes, adult education, career counseling, employment services
- Child Development Center, children's activities, family literacy, parenting classes
- Counseling, addiction recovery, psychiatric assessments, support groups
- Medical, dental, pre-natal, and pediatric clinics

Volunteers play an integral role in meeting the mission of Father Joe's Villages

It is the goal of the Volunteer Services Program that every individual's volunteer experience is personally rewarding while at the same time contributes to the mission of this Agency.

Our **Mission** is to promote and provide comprehensive services dedicated to impacting the immediate needs of the homeless person, and to assist in breaking the cycle of homelessness while respecting the dignity of each person.

Our **CREED** is: * Compassion * Respect * Empathy * Empowerment * Dignity

Father Joe's Villages Volunteer Policies

As a volunteer with Father Joe's Villages and its partner agencies, it is your responsibility to understand and abide by the policies explained below. These policies apply to all persons, whether they volunteer as members of a group or individuals, regardless of the length of time or frequency of volunteer activity.

1. Volunteers promote an environment of mutual respect with all staff, volunteers and clients. They do this by performing and behaving according to the CREED.
2. Volunteers must respect the privacy of clients and hold in confidence all information obtained in the course of service with Father Joe's Villages.
3. **Taking photographs or video while on our Village property is not permitted** without prior authorization from an Agency staff person and/or a Program Manager.
4. While Father Joe's Villages is a Catholic agency, we are here to serve our neighbors in need. Volunteers of all faiths are welcomed. Staff and volunteers will not pressure persons to accept personal philosophies, ideas or beliefs.
5. Volunteers conduct themselves in a professional manner according to a Code of Conduct. The Code of Conduct is:
 - All relationships between volunteers and staff, other volunteers, and clients shall be professional and within the boundaries of the particular volunteer job or activity.
 - There can be no fraternization with or special treatment accorded to clients, staff, or other volunteers.
 - Behavior, dress, and language shall be appropriate, respectful, and professional.
 - Behavior that is deemed immoral, disorderly, indecent, unsafe, disruptive, and/or inappropriate is not acceptable.
6. Father Joe's Villages promotes a drug and alcohol free environment for all clients, volunteers, and staff.
7. Father Joe's Villages promotes an environment free from sexual harassment.
8. Father Joe's Villages promotes an environment free from verbal and physical abuse.

