



Edgewood Volunteer Policy

Edgewood is grateful to all the individuals who volunteer to make a difference for youth and families in our community. Volunteers make a difference at Edgewood by giving time, talents, and hope to the families we serve each year. Our volunteers participate in events, breakfast and dinner clubs, gardening, the food bank, and more.

For the continued success of our volunteer program, we have implemented the following Volunteer Policy.

1. Purposes of the Policy

- To ensure the safety and well-being of those we serve.
- To establish clear expectations for volunteers and maintain a professional and respectful environment.
- To comply with legal and ethical obligations regarding child protection.

2. Volunteer Types

- **Individual Volunteer:** An individual volunteering more than once a month or on an ongoing basis.
- **Group Volunteer:** A group from a school, business, church, or other organization offering services as a team.

Volunteer Qualifications

- Must be 21+ to volunteer independently or in a group setting with children.
- Must complete an application (group or individual) and agree to all necessary screening procedures (individual).

- Volunteers aged 18-20 may volunteer, provided there is no direct contact with clients.
 - Minors (under 18) must be supervised by an Edgewood staff member and may not work one-on-one or in a group setting with clients.
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Screening and Background Checks

3. Required Screenings

All **individual volunteers** must complete:

- Volunteer Application and acknowledgement of policy
- Reference Check
- National Background Check (Edgewood will cover cost)
- Fingerprinting (Edgewood will cover cost)
- TB Testing (Edgewood will cover cost)

4. Fingerprinting Policy

- Mandatory for volunteers working directly with children.
- Fingerprints processed through state-authorized agencies (Edgewood will cover cost).

5. TB Testing

- Mandatory for volunteers working directly with children.
- Processed through approved agency (Edgewood will cover cost).

6. Group Volunteer Policy

- Groups must be accompanied by a staff member at all times.
- Groups may not perform one-on-one activities with children.
- Group Volunteers can volunteer every other month without the background check, TB testing, and fingerprinting, but volunteering on a regular basis would require these checks.

Acknowledgement

All volunteers must sign:

- Completion of Waiver of Liability
 - Completion of the Oath of Confidentiality
 - Completion of Discrimination, Harassment, and Retaliation Prevention Policy
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Disclaimer:

If you are interested in experience in the field of psychology or mental health, this opportunity might not be for you. We do not currently provide opportunities to work one-on-one with our clients.

Because the process of being approved as a volunteer is lengthy and involves cost, we ask that the individual commit to a period of 3 months of volunteer service to the organization.