

Volunteer Application



Application Date: _____

Name: _____

Email: _____

Phone: _____

Number of hours available/week: _____

Days available to volunteer: _____

Time of day available to volunteer: _____

Are you an owner of the People's Food Co-op? _____ Yes _____ No

Orientation date: _____ (for staff use)

Skills and Experience

Please indicate if you have any of the following skills or experience (include when and where you gained these skills):

Customer Service	Produce Preparation
Natural Foods	Nutrition and Wellness
Food Service	Computer Skills
Retail Experience	Cooperatives
Data Entry	Public Speaking

Are there other skills or experience you could share with the Co-op? _____

Are you interested in specific volunteer opportunities at People's? _____

(over)

Service Agreement Between People's Food Co-op & Volunteers

Agreement between People's Food Co-op of Kalamazoo (PFC) and _____
on the terms of volunteer service. (Volunteer Name)

1. The PFC will provide all necessary training and supervision required for the volunteer position, and to do a periodic evaluation of the volunteer's performance.
2. If the volunteer is to be assigned new or additional duties, it will be done by mutual agreement between the volunteer and his or her supervisor.
3. The PFC will reimburse the volunteer for any expenses incurred in the performance of his or her volunteer services as pre-arranged or deemed necessary by mutual agreement between volunteer and his or her supervisor.
4. Owner volunteers are eligible for an additional 5% discount on \$100 in-store purchases for every hour volunteered (for example, 5 hours of volunteering would equal a 5% discount on \$500 in-store purchases). A card will be issued to the volunteer owner indicating the dates worked and will be kept on file at the Co-op. Discounts may not exceed 10% and do not apply to bulk orders and sale items.

_____ agrees to:
(Volunteer name)

1. Perform duties mutually agreed upon by volunteer and his or her supervisor.
2. Abide by all established policies, by-laws, and procedures of the People's Food Co-op.
3. Provide at least 24 hours notice to People's Food Co-op if he or she is unable to volunteer (except in case of sudden illness or emergency).
4. Consult with his or her supervisor before taking any steps to alter the terms of this agreement.
5. People's Food Co-op management and board reserves the right to terminate any volunteer engaging in inappropriate behavior which is disruptive to the operation of the store or safety of customers or staff.
6. People's Food Co-op reserves the right to revoke volunteer hours if volunteer is engaging in unproductive behavior.

All terms of this agreement are mutually acceptable to the undersigned.

Volunteer's Signature

People's Staff Signature

Date