

**East Side Soup Kitchen**  
*Volunteer Information Sheet*



Please Select Volunteer Type:

Individual  MI Works  Community Service  Group

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

DOB: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Phone Number: \_\_\_\_\_

Availability (Days, Times, or Normal Schedule):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other Useful Information including Health Concerns or Allergies:

\_\_\_\_\_  
\_\_\_\_\_

Additional Comments/ Suggestions:

\_\_\_\_\_  
\_\_\_\_\_

Area of Interest:

Cooking\_\_\_ Baking\_\_\_ Food Prep\_\_\_ Serving Meals\_\_\_ Janitorial\_\_\_ Dishwashing\_\_\_

Assisting with Fundraisers\_\_\_ Assisting with Holiday meal\_\_\_ Packing sack lunches\_\_\_

Office work\_\_\_ Cleaning\_\_\_ Organizing/Sorting donations\_\_\_

# Volunteer Waiver and Confidentiality Agreement

I, \_\_\_\_\_, have requested that East Side Soup Kitchen (ESSK) allow me to volunteer my time to assist the organization. I acknowledge that this volunteer relationship is primarily for my benefit and I enter into it because I derive satisfaction out of donating my time. I am committed to providing assistance on a volunteer basis and do not expect to be paid for my time.

Specifically, I agree that:

1. Donation of Time. My decision to donate my time to East Side Soup Kitchen is made of my own free will, without coercion or pressure by East Side Soup Kitchen;
2. Personal Benefit. The volunteer time I spend is primarily for my benefit, so that I may have the satisfaction of knowing that I am assisting a non-profit, civic organization;
3. No Employment Relationship. I acknowledge that I have no employment relationship with East Side Soup Kitchen and do not expect to receive any offer of employment as a result of my volunteer activities;
4. No Entitlement to Compensation. I understand that I am not entitled to any compensation or benefits in exchange for the time that I donate to the East Side Soup Kitchen, and I have no desire to receive compensation or benefits from East Side Soup Kitchen;
5. At Will Service. I understand that the East Side Soup Kitchen may ask that I cease providing volunteer services for the organization at any time, for any reason, with or without notice.
6. Adherence to East Side Soup Kitchen's Policy and Protocol. I understand that I must follow all East Side Soup Kitchen's standard policies and procedures during my assignment and that any violation of such policies could be grounds for the termination of my volunteer assignment.
7. Confidentiality. I understand and acknowledge that during my volunteer service with East Side Soup Kitchen, I may have access to Confidential information not generally known to the public concerning the business of ESSK. I agree that during my volunteer service with ESSK and at all times thereafter, I will hold East Side Soup Kitchen's Confidential Information in strict confidence, and will not disclose or use such information outside the scope of my volunteer service with ESSK, or without ESSK's prior authorization. For purposes of this agreement, "Confidential Information" includes, but is not limited to, information regarding projects and potential projects, organizational practices, donors and potential donors, methodologies, management philosophy and information concerning ESSK employees, guests, and volunteers. I further agree and understand that I will immediately return all East Side Soup Kitchen's materials and information at the end of volunteer service, or whenever requested by ESSK.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Volunteer's Printed Name