



RIVERSIDE MISSION

Volunteer Application

Contact Information:

Male Female

Full Name: _____

Mailing Address: _____ Postal Code: _____

Permanent Address (If different from above): _____

Home Phone: _____ Mobile Phone: _____

Work Phone: _____

Email Address: _____

Do you attend a local church, and if so, which one? _____

What area would you like to be involved in at Riverside?

Cooking Serving

Cleaning Baking

Maintenance/Renovations

Riverside meal hours:

Monday, Wednesday, Friday: 11:30am - 12:30pm

Monday, Tuesday, Wednesday, Thursday & Friday: 5:00pm - 6:00pm

If you are interested in serving on a regular basis, please let us know when you are available:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Afternoon					
Evening					

Comments: _____

Statement of Faith

We recognize that many of our volunteers do not have a common faith position with us and we certainly respect that. **You're reading and signing this document does not indicate belief in this Statement of Faith; what it does indicate is that you will respect and not detract from it.**

Our Purpose

Riverside is a non-profit, Christian humanitarian organization that desires to offer compassion and hope to Moose Jaw's less fortunate.

Our goal is to restore dignity and hope through freedom from poverty, addiction and hopelessness.

Doctrinal Statement of Faith

We Believe In:

1. One loving God, eternally existent and equal in three persons; Father, Son, and Holy Spirit.
2. The deity of God's Son, our Lord Jesus Christ, fully human, fully divine; His virgin Birth, sinless life, compassionate ministry, miracles, atoning death and bodily resurrection, His ascension to the right hand of the Father, and personal return in power and glory.
3. The Holy Spirit, who convicts the world of sin, indwells, instills with stability and power, leads into all truth, and helps the believer to live the godly life.
4. The Scriptures, both Old and New Testaments in the original manuscripts, as divinely inspired, infallible, and supreme authority for all believers.
5. The salvation of lost and sinful humanity through the shed blood of our Lord Jesus Christ. We receive it as a gift through our faith and repentance. In salvation we experience forgiveness, newness of life in Christ, and the grace to live a life of continuing growth and holiness. We are adopted into God's family, becoming heirs of the kingdom of God.
6. The Church, which is the Body of Christ, is composed of all believers who place their faith in Christ Jesus for salvation. The local church is a necessary manifestation of the universal Church, each working together in unity to reach out to the world for Christ.
7. The future return of Jesus Christ with glory and power to call the Church to Himself and to establish His kingdom forever. Those who have placed their faith in Christ will be part of His eternal kingdom.

In signing this document, I agree to respect and not detract from the Riverside Mission Doctrinal Statement of Faith, while volunteering at Riverside.

Signature

Date

Name

Please fill out and return using one of the following options:

Drop off at or mail to: 40 Manitoba St. E. Moose Jaw, Sk. S6H 0A2

Email: riverside@riversidemission.ca

Fax: (306) 692-4137



Riverside Mission

Boundaries with RIVERSIDE MISSION Guests – Volunteer Boundaries Agreement

We encourage and recognize the value of volunteers building relationship with staff and guests at Riverside Mission. This agreement helps ensure that you understand healthy boundaries in your work with our guests.

Any and all interaction between volunteers and guests/residents must be conducted on Riverside Mission property or at pre-determined locations where other volunteers and staff are present.

As a volunteer of Riverside Mission, I agree to maintain the relationship boundaries listed below:

- I will not meet with a guest outside of Riverside Mission facilities or at an off-site activity/program sponsored by Riverside Mission unless previously approved through the Executive Director.
- I will not take a guest to any location in my vehicle unless specific arrangements are made through the Executive Director in writing.
- I will not enter into an intimate, dating or sexual relationship with a guest.
- I will limit physical touch with the opposite sex to a hand shake.
- I will never give or lend anyone money...for anything (this includes other volunteers)! If someone is asking for money, I will direct them to Riverside staff.
- I will not give out personal information other than my first name.

I promise to report to Riverside staff any inappropriate behaviour or comments directed to me by Riverside Mission guests, staff or other volunteers.

Please sign (to say that you have read this (to your group) and that you understand and agree to abide by these terms) and return to Riverside before arriving to serve.

Name of Volunteer

Date

Signature

Please fill out and return using one of the following options:

Drop off at 40 Manitoba St. E. Moose Jaw, Sk. S6H 0A2

Email: riverside@riversidemission.ca

Fax: (306) 692-4137



RIVERSIDE MISSION

Dear Volunteer/Group Leader:

Thank you so much for your interest in Riverside Mission and for choosing to partner with us in providing a meal to the less fortunate of our city. We appreciate the fact that you recognize this as a worthy cause to donate your time as well as a valuable opportunity and learning experience for those who will be involved.

Please note the following procedures to ensure a safe and enjoyable experience for you:

Arrival Time:

It is important that you arrive at the agreed upon time as certain tasks need to be completed before the guests arrive.

Valuables:

Please leave your valuables locked up in your car. Riverside Mission will not be responsible for any lost or stolen items while you volunteer with us.

Dress Code:

For your health and safety we ask that you adhere to the following dress code:

- Dress in comfortable clothing that can get dirty
- No open toed shoes/sandals
- Shirts with sleeves and long pants
- Avoid clothing with inappropriate messages or pictures. Please dress modestly (no short skirts, halter tops or midriff bearing clothing). If you show up with inappropriate clothing, you will be asked to go home.
- We require that all people in the kitchen and/or serving area wear a hairnet, which is provided.
- Coats can be hung on the hooks by the back door and there are lockers available for personal items.

Parking:

There are some spots directly behind Riverside Mission that are free parking marked as volunteer parking. There is also metered parking behind or metered parking in front of the building. We supply change for parking if needed.

Guest Behavior:

The guests must be sober in order to eat. No one who is visibly intoxicated is allowed entrance. Report immediately to Riverside staff any alcohol or drugs or anyone who is visibly intoxicated.

Phone:

If guests ask, the phone IS available for public use.

Cancellation Policy:

When at all possible, we ask that you call or email us as soon you can with notice of any cancellation.

We trust that your time serving the meal at Riverside Mission is enjoyable. This task would be impossible without the generous effort, time and support of people/groups like you. All of us at Riverside Mission and our guests are blessed by your kindness. Thank you so much, we truly appreciate your hard work.

Please feel free to contact us at 624-0137 or send an email to riverside@riversidemission.ca if you have any questions or concerns.



RIVERSIDE MISSION

Mealtime Routine

Lunch 11:30-12:20

- 2-3 people needed
- Shift begins at 1030
- Coffee made\hot water boiled
- Sandwiches made
- Desserts dished out
- Doors open at 11:15
- 11:30 devotional and prayer
- Serve meal (following the serving guidelines set out by kitchen manager)
- please ask if the client wants one or two halves of a sandwich
- comes with crackers, pickles and a bowl of soup
- dessert at lunch will be fruit
- Clean up\food put away
- Dishes finished
- Tables wiped
- All volunteers are welcome to join us for the meal.

Supper 5-5:45

- 3-4 people needed
- Shift begins at 4:30 pm
- Coffee made\water boiled
- Buns butter (if needed)
- Desserts dished up
- Doors open at 4:45
- 5 pm devotional and prayer
- Serve meal (following the serving guidelines set out by KM)
- we now have proper serving utensils which will help with portion sizes
- Clean up\put food away
- Dishes done
- Tables wiped
- Floors swept and mopped (evening staff will say to do or not)
- Empty garbages
- All volunteers are welcome to join us for the meal.

*To help minimize food waste it is imperative that you ask the KM what is being served at any given meal. Food items must be used on a "first in first out" basis.

Seconds are not being served for the following reasons:

- We need to be responsible to our donors in how we utilize our monies and our food supplies
- We need to make sure there is adequate food supplies for further meals
- We see a lot of our clientele throwing food away

There have been many policies changed under Rachel's direction and change can be hard. In consultation with the Executive Director and taking into account all the facts, Rachel strives to meet the needs of our clientele while taking my responsibilities to our donors, the Board of Directors and first and foremost to God very seriously. Rachel would ask that you would be understanding of these decisions as they are made and if you have any questions or concerns regarding the changes, please feel free to speak with her. Our Kitchen Manager, Rachel will be glad to answer any questions you may have to explain why we do what we do.

Thank you so much for your willingness to partner with us here at Riverside Mission. You are all greatly appreciated!!



RIVERSIDE MISSION

Procedures for Safe Food Handling

1. When washing hands, remove jewellery, wash tips of fingers, between fingers, back of hands, and around base of thumbs. Wash hands before, during, and after completing a task in the kitchen. Wash when you enter, after using washroom, after each client contact and before serving meals.
2. When handling food or when serving food, wear gloves.
3. After preparing all foods, wash all counters with hot water and soap then spray with bleach/water solution. Mix 1 teaspoon bleach to 4 litres of water.
4. A high standard of personal hygiene, including your clothing, must be maintained at all times.
5. Do not sit on counters and do not set food on the floor.
6. Do not dry dishes after washing them. Let them air dry.
7. Do not come into the kitchen or be around any food if you are sick, as this promotes the spread of germs.
8. We strive to follow the Canada Food Guide as best we can and provide nourishing and eye pleasing meals.