



## ShareNet Code of Conduct

We value the contribution of volunteers to our food bank and we want to ensure that everyone has a positive and safe experience. Respectful relationships are a key to ShareNet's success therefore, we expect all volunteers to adhere to the following code of conduct:

**Respect:** ShareNet operates with compassion, respect, and inclusivity at the core of our values. We embrace diversity and strive to create a welcoming and inclusive environment that recognizes and respects the unique needs and backgrounds of all individuals. We expect all volunteers to respect and treat others with kindness, regardless of their gender, race, ethnicity, age, religion, sexual orientation, or any other personal characteristic. We do not tolerate any form of harassment or discrimination.

**Professionalism:** We expect volunteers to act professionally and responsibly while representing the food bank. This includes committing to your shift time, arriving on time, completing assigned tasks, and communicating effectively with staff and other volunteers. While volunteering, all participants are expected to maintain focus on ShareNet's mission and objectives. Any activities that may divert attention from these purposes, such as personal business promotions, etc., are not allowed.

**Confidentiality:** We expect volunteers to respect the privacy of our clients and keep all client information confidential. Volunteers must not share any client information or stories with anyone outside of the food bank.

**Safety:** We expect volunteers to prioritize safety and follow all safety guidelines provided by the food bank. This includes wearing appropriate clothing and footwear, handling food safely, and reporting any safety concerns or incidents to staff immediately.

**Integrity:** We expect volunteers to act with honesty and integrity at all times. Volunteers must not take any food or resources from the food bank for personal use or gain.

**Commitment:** We expect volunteers to commit to their scheduled shifts and notify the volunteer coordinator as soon as possible if they need to cancel or reschedule. **Consistent and reliable volunteers are crucial to the success of our food bank and we appreciate your commitment.** If you find you need to alter the flexibility of your schedule, please notify the volunteer coordinator.