



Irondequoit Community Cupboard, Inc.
PO Box 17834
Rochester, NY 14617

Dear _____,

Thank you very much for your interest in Irondequoit Community Cupboard. Our mission is **“to serve residents within the Town of Irondequoit in need of assistance without bias or prejudice.”** We strongly believe in “Neighbors Helping Neighbors” and this philosophy and our mission guide us in all that we do.

Our organization is driven by the need that is here; hunger, food insecurity, low income, no income, those who have physical and mental disabilities, children who come from these households and senior citizens struggling to get by on a fixed income. We strongly believe in treating everyone with kindness and dignity so when they walk through our door they are welcomed in a judgment free environment.

We appreciate your interest in Helping Us Help Others. We receive many requests to volunteer and training new volunteers is time consuming so in the spirit of this, we do request that you are able to give a minimum 3 month commitment. (You would be working only one time per month). If this is something that you still would like to do, please fill out the attached volunteer application and mail it to ICC c/o Debbie Evans PO BOX 17834, Rochester, NY 14617. We appreciate the time you wish to give and look forward to hearing from you soon. Thank you in advance.

Sincerely,

Debbie Evans, President



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VOLUNTEER APPLICATION

(please print)

NAME: _____

ADDRESS: _____

EMAIL: _____

PHONE: _____

EMERGENCY CONTACT:

NAME: _____ Phone: _____

FOR STUDENTS:

NAME OF SCHOOL ATTENDING: _____ GRADE: _____

PARENT (GUARDIAN) NAME, IF DIFFERENT FROM EMERGENCY CONTACT:

NAME: _____ Phone: _____

I AM INTERESTED IN:

- Tuesdays Saturdays
- PICKING UP FOOD FROM FOODLINK PICKING-UP DONATIONS FROM OTHER LOCATIONS
(requires a class at Foodlink)
- STOCKING & SORTING FOOD PICKING-UP/DELIVERY FOR BACKPACK PROGRAM
- CLEANING AND/OR MAINTENANCE GRANT WRITING
- LIAISON TO YOUR CHURCH, SCHOOL OR CIVIC ORGANIZATION

CONFIDENTIALITY AGREEMENT

Irondequoit Community Cupboard staff, interns and volunteers will to the best of their ability, ensure confidentiality and privacy with regard to history, records and discussions about the people they serve. Staff, interns and volunteers will not disclose any information about a person, including the fact that the person is or is not served by the organization to anyone outside of this organization unless authorized by the Executive Director. All records will also remain confidential and will not be released to anyone without a signed release from the client.

The principal of confidentiality must be maintained in all programs, departments, functions and activities of the Irondequoit Community Cupboard.

I have read and understand that all client files and information regarding clients is confidential and agree to adhere to this policy.

Employee/Volunteer Signature

Date