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**Volunteer Expectations and Requirements:**

1. Possess a compassion for the hurting women and children that we will serve.
2. Be dependable, punctual, and consistent.
3. Be able to be certified and receive clearances through PA Child Safe Program and State Police.
4. Pass initial and random drug screening and background checks.
5. Produce a letter of recommendation from your pastor or someone else that you have served under in a volunteer capacity.
6. Each volunteer position has its own job description and list of expectations and requirements in addition to these requirements. All must be honored.
7. Come in with a positive and encouraging attitude each day that will help the women and children stay in an upward focused mentality.
8. Be willing and able to know and enforce the rules of the Missions Homes Program.
9. Be familiar with paperwork protocols and complete all records as assigned. (see operations manual found in administrative office, house parents suite, and receiving area near kitchen).
10. Report to the administration any concerns about children, their possible trauma manifestations, and/or outcries about parents/others who might have harmed them in compliance with handbook.
11. Call security, the director, and the proper authorities immediately when necessary, in compliance with handbook.
12. DO NOT UNDER ANY CIRCUMSTANCES SHARE PERSONAL INFORMATION WITH ANY RESIDENTS OR VISITORS (this is for your protection and theirs. Personal testimonies of how the Lord has changed your life, set you free, healed your body, and the like may be shared when appropriate and applicable to the given situation, but current personal information can be dangerous for you when placed in the wrong hands AND too much familiarity with the residents can breed reduced respect/authority).