

## Mosaic's Volunteer Philosophy

We expect all of Mosaic's staff members to exhibit professional respect and courtesy. We ask no less from you. We want to be the best at what we do, and we want to support you to be the best as well. Mosaic offers you the opportunity to experience a life of possibilities through your volunteer service.

## **Mosaic Volunteer Philosophy**

Working together with staff, Mosaic volunteers assist the people we serve to change their lives through increased social opportunities, affirmed self-worth and enhanced independence by offering direct support services, administrative support services, counsel and friendship.

## **Mosaic Volunteer Expectations**

As a Mosaic volunteer, I expect:

- To be treated with courtesy and respect.
- To be called upon to use my skills and abilities and encouraged to develop new ones.
- To be given the training necessary to perform my volunteer duties well.
- To receive honest feedback on my performance as a volunteer and to have regular contact with Mosaic staff members who supervise me.
- To have my efforts and results recognized with thanks and appreciation.
- To have my suggestions be considered and receive responses to them.
- To receive a letter of recommendation if requested for job applications, résumés, school requirements, or other use.

## As a volunteer, Mosaic expects that I will:

- Preserve the confidentiality of anyone we serve.
- Follow all guidelines, policies, and procedures given to me.
- Be responsible and accountable for my actions.
- Be punctual.
- Inform my supervisor when I cannot be on time or present as scheduled.
- Record my volunteer service hours and report them to Mosaic.
- Not perform my volunteer services while under the influence of alcohol, drugs, or other mind-altering substances.
- Respect all people with whom I serve and work.
- Work with a positive, cheerful attitude and in a calm manner.
- Dress appropriately.
- Make the agency representative or on-site Mosaic person aware of my concerns.
- Report actions of other volunteers or staff which violate Mosaic's integrity policy.
- Inform my supervisor when I will be ending my volunteer service.