

A decorative border on the left and bottom of the page features a pattern of colorful hands in various colors (red, orange, yellow, green, blue, purple, pink) reaching out towards the center.

EQUIPPING YOU TO SERVE

The Volunteers' Handbook

Talbot House Ministries

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WWW.TALBOTHOUSE.ORG/VOLUNTEER

LAST UPDATED 09/01/20



BECOME A VOLUNTEER

Orientation and Policy Handbook

Welcome to Talbot House Ministries! We are delighted that you have chosen to volunteer with us. Your time is precious, and we are honored that you have chosen to spend some of it furthering our mission of healing and renewing broken lives.

We depend on volunteers each and every day to operate efficiently and effectively. By volunteering, you help plant seeds of hope and will have the opportunity to interact with our clients in many meaningful ways. Depending on your interests, you may serve meals, teach classes, or even help at events.

Whether you have 20 hours a month to volunteer or just 3 hours a month, we have a place for you. Our goal is to match your skills and abilities to the important work we do for homeless men and women in Polk County.

Again, on behalf of staff and everyone here at Talbot House, thank you for investing your time to help end the cycle of homelessness one person at a time.

WELCOME!

Our Mission:

Through the love of God, Talbot House Ministries provides those in need with immediate basic services and opportunities for life renewal.

Our Vision:

To empower all who come through our doors to become self-sufficient, productive members of society.

Our Services:

Talbot House Ministries was founded to be a place of hope for people who had lost hope: the hungry, the homeless and the poor. We are the most comprehensive provider of services for the homeless in Polk County, offering all of the following:

- Daily meals and weekly food pantry
- Recovery programs
- Employment training and placement
- Good Samaritan Free Clinic
- Affordable housing opportunities

Volunteer Opportunities:

Meal Services (Breakfast, Lunch, Dinner)

Food Pantry Support

Campus Beautification Projects

Organization and Maintenance Projects

Teach A Class: Must Be Experienced

Barbershop: Must Be Certified

Good Samaritan Free Clinic: Must Be Certified



Policies and Procedures:

Approval Policy:

All volunteers are subject to approval by volunteer application and possible interview. Volunteers must be 18 years or older to volunteer individually. Volunteers under 18 years of age must be accompanied by an adult chaperone. Talbot House Ministries does not facilitate court-mandated community service hours.

Orientation and Training Policy:

All new volunteers will receive an orientation to Talbot House Ministries' volunteer program and an overview of our policies and operations. Training opportunities and refresher courses will be offered at various times during the year in order to keep updated on all program policies and procedures.

Conduct Policy:

When volunteering, we expect you will:

- Be on time
- Follow directions from Talbot House staff
- Be respectful and courteous
- Report hours as instructed
- Have fun

Policies in this handbook are subject to change. The handbook will be reviewed annually to ensure content is appropriate, effective, and timely.

