



## Confidential Volunteer Application Form

### Applicant Information

Full Name: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #

City State Zip Code

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Are you bilingual? Which languages do you speak? \_\_\_\_\_

Areas of interest (Food Warehouse, Clothing Bank, Intake/Front Desk, Outreach Center):  
\_\_\_\_\_

Availability (days/times): \_\_\_\_\_

How did you hear about LCFH? \_\_\_\_\_

### Volunteer Opportunities

**Volunteers are needed in the Food Warehouse, Clothing Bank, Intake and Outreach Center.**

**Our mission:** To meet the needs of our Lancaster neighbors who can't afford the basics of food, clothing, and shelter for free. Whether you're helping clients directly select clothing, taking a food order to their car, or working to ensure a steady revenue stream to support our services, keeping the needs and dignity of our neighbors first is paramount. Through collaboration, mutual respect, and a shared mission of dignity and compassion, together, the volunteers and staff can successfully support those in need.

**Days and Hours of operations:** Volunteers are generally needed Monday through Friday, any time slot between 8:30 am to 4 pm. We are not open evenings or weekends.

**Food Warehouse:** Volunteers are needed Monday through Friday any time slot between 7:30 am to 3:00 pm. Volunteers help with food distribution while the food hub is open for walk-in service. Other duties in the food hub include sorting donated food, stocking shelves for bagging, packing bags, cleaning and bagging produce, packing frozen food bags, wheeling out food orders to recipients' vehicles, trash removal, general warehouse maintenance, food recovery truck assistant.

**Clothing Bank:** Volunteers are needed every day any time slot between 9 am to 4 pm. Volunteers needed to sort clothing, place on display racks, accept donations and assist recipients of services during distribution.

**Intake/Front Desk:** Volunteers are needed Mondays, Tuesdays, Thursdays and Fridays between 9 am to Noon. Greet neighbors of service, working one-on-one with confidential information/entering information into database.

**Outreach Center:** Volunteers are needed Monday - Friday from 12:30 - 5:00 PM to support the staff and maintain a welcoming space for unsheltered guests and our partners.

**Please note:** All volunteers are required to have up to date clearances and complete the training links located on the website <https://lanasterfoodhub.org/volunteer/>

All volunteers are required to obtain the following clearances:

1. Child Abuse History Clearance at <https://www.compass.state.pa.us/cwis> (free for volunteers)
2. PA State Police Criminal Record Check at <https://epatch.state.pa.us/Home.jsp> (free for volunteers)
3. If you have not lived in Pennsylvania for over 10 years, you will need to be fingerprinted. There is a \$27.50 charge for this service. Code: 1 K G 6 Z J. Register for fingerprinting at: <https://www.identogo.com/locations/pennsylvania>

**Emergency Information:**

Any medical concerns? Please list:

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Emergency Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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**\*\*\*LCFH Use Only\*\*\***

\_\_\_ Child Abuse Clearance    \_\_\_ PA Criminal Record    \_\_\_ Fingerprints    \_\_\_ Volunteer Release Form

\_\_\_ Confidentiality    \_\_\_ Conflict of Interest    \_\_\_ Sexual Harassment & Abuse Training    \_\_\_ Civil Rights Training

Date Interviewed: \_\_\_\_\_

Department: \_\_\_\_\_

Schedule: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Additional Information:**

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Interviewer: \_\_\_\_\_ Signature/Date: \_\_\_\_\_