

**Rockport Fulton Good Samaritans, Inc.**  
**507 South Ann Street - Rockport, TX 78382 - 361-790-9828**  
**Email – goodsam507@gmail.com**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Month/Day

Address \_\_\_\_\_

Email: \_\_\_\_\_ Phone \_\_\_\_\_

Emergency contact: \_\_\_\_\_ Phone \_\_\_\_\_

Have you ever been a client of Good Samaritans? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, you must agree to have your file closed and never have it reopened.

List the name of any volunteer you know at Good Samaritans? \_\_\_\_\_

**VOLUNTEER OPERATIONS**

The primary mission of the Good Samaritans' Service Center is to provide short-term assistance to families and individuals in Aransas County have emergency needs for food, shelter, utilities, medicine, clothing, and transportation. Volunteers are utilized in the following areas:

*Interview, Reception, Food Pantry*

**Receptionist:** Greet clients, set-up files, answer phones, scan needed documents, and maintain the front office.

**Interviewers:** Work directly with clients, either face-to-face or on the phone, giving assistance according to their needs. This involves soliciting information from the client to better understand their economic situation, listening to the request for aid, and offering assistance based on established guidelines. Also coordinate additional assistance with other agencies. Information is entered on the computer.

**Pantry workers:** Stock the pantry, pack food into bags, and distribute the bags to clients.

**Food Pickup:** Work early in the morning. Pickup food donations at HEB/Walmart and deliver to the Good Sam Center. Requires heavy lifting and a vehicle that will accommodate the merchandise.

**Food Sorters:** Work early in the morning. Accept the food from the Pickup Volunteers and organize/shelve the donated goods.

Other volunteer opportunities include

**Building Maintenance:** Routine maintenance of the facilities and scheduling and meeting repair people would be the major responsibilities. Work would mostly be done outside the hours Good Samaritans is open.

**Grounds Maintenance:** This volunteer would coordinate with the lawn mowing crew, remove debris, and assist in the care of the landscaping.

If you are interested in volunteering in another way, please describe: \_\_\_\_\_

ASSIGNMENT PREFERENCE \_\_\_\_\_

By signing below, I agree to comply with the privacy policy of Rockport/Fulton Good Samaritans, Inc. (attached)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Good Samaritans information:**

Date of first meeting: \_\_\_\_\_

Trainer: \_\_\_\_\_ Dates of training \_\_\_\_\_

## **Good Samaritans' Privacy Policy**

Volunteers of Good Samaritans will always maintain, respect, and honor the privacy and dignity of our clients and of each other.

This means that we will not:

1. Reveal the name, address, phone number, or other personal information of any client or volunteer, without his or her permission, to anyone. However, this does not prevent us from revealing the name of a volunteer or the personal information of a client to a vendor or another organization rendering aid to the client. And we may reveal this information if we are required to do so by law.
2. Discuss a client among ourselves, unless it is necessary to help that client or to otherwise conduct Good Samaritans' business.
3. Discuss or identify a client among ourselves in a public setting or other place where we are likely to be overheard by others. However, this does not prevent us from describing representative client situations in speeches or writings to inform the public about the work of Good Samaritans.
4. Speak negatively about any client to any person, unless necessary to conduct Good Samaritans' business.

This means that we will:

1. Withhold from everyone except volunteers, all electronic and written lists files, notes, or like memoranda containing the name, address, phone number, or other personal information of any client or volunteer. However, we may reveal this information if we are required to do so by law.
2. Always conduct ourselves in a way that ensures that the Good Samaritans Center is a friendly, welcoming, compassionate place in which to receive and give services