

Policy & Procedure

Time Shift Schedule Agreement

SCV Senior Center food-service volunteers promote quality of life for seniors by providing 500 congregate and home-delivered meals each day. In order to ensure each senior receives a meal, it is critical that volunteers adhere to the time shift which they have scheduled.

Shift times you can sign-up for are listed below:

6:00am-2:30pm

6:00am-10:30am

11:00am-3:00pm

I _____ have agreed to work on the following days and shifts:
(print your name)

Monday

Tuesday

Wednesday

Thursday

Friday

You are required to notify the Director of Food Services, Joanna Vallelunga a minimum of 24 hours in advance if you are unable to report as scheduled or you need to schedule changes. Contact info: jvallelunga@scv-seniorcenter.org or 661-259-9444 ex. 119.

Failure to adhere to the Santa Clarita Valley Senior Center's scheduling guidelines can result in termination of volunteer hours.

My signature below indicates that I have read, understand, and will comply with the above statements.

Print Name

Signature

Date

SCVSC Staff

Thank you for your volunteerism and your commitment to promote quality of life for seniors.