

*The mission is twofold: First; To shine the light of Jesus Christ by serving the local community with integrity and stewardship based on biblical principles, providing hope through personal interaction and affordable quality goods - Secondly; to support local and international faith-based ministries through the giving hearts of God's people.*

*1 Timothy 1:5 - "But the goal of our instruction is love from a pure heart and a good conscience and a sincere faith."*

## Calvary Thrift Store Code of Conduct

First and foremost, this store is a ministry of Calvary Chapel SLC, and we thank you for your participation. We appreciate and rely on the staff and volunteers that come here to serve. We believe firmly in upholding these guidelines and hope this sheet will give you a quick and easy understanding of our store's ministry.



**By signing this agreement, you agree to follow the rules and guidelines of this Code of Conduct while serving at Calvary Thrift Store.**

### General Guidelines:

- Schedules are utilized to help us facilitate our daily needs. Therefore staff, volunteers and community services persons will be directed by department heads on available shifts. Commonly we are very flexible with volunteer schedules, but it does help us to know ahead of time when you will be serving.
- Staff does adhere to a work schedule that includes time specific breaks, lunches, etc.; please be mindful of this.
- We allow the Holy Spirit to lead us in every aspect of the store's operations. Thus, a servant's attitude of happiness, positive outlook, respect, joy, and willingness to serve is expected.
- If you are a volunteer, please let us know what area of the store God is leading you to serve. We will try our best to accommodate you.
- We do ask that you dress according to the Dress Code:
  1. Must wear Calvary Thrift Store shirt and name badge.  
(Calvary Aprons available if you do not have a shirt and badge.)
  2. Present yourself in a clean and well-groomed manner.
  3. Casual dress is acceptable if it is clean, in good repair, and modest.
  4. Closed toe shoes are mandatory.
- Please be outgoing, friendly, and greet all customers (with a smile).
- Please use courtesy by letting a staff member know when you are arriving or leaving.
- Please respect and follow all store safety policies, such as lifting, using step ladders, be cautious of wet floors, etc.

- When working in receiving, please remember that ALL donations are a blessing to Calvary Thrift Store and properly thank and bless the donors.
- All donations are gifts to Calvary Thrift Store and the property of Calvary Thrift Store.

I have read and understand the General Guidelines:



## I will NOT:

- ✓ Use, possess or be under the influence of alcohol or illegal drugs at any time while working, serving or volunteering.
- ✓ Smoke or use tobacco products in any part of the building or in the store vehicles.
- ✓ Participate in any situations of unlawful harassment, including sexual harassment and harassment related to medical conditions, race, religion, gender, sexual orientation, national origin, or ancestry.
- ✓ Use my cell phone. (Please make personal calls on breaks, away from work areas.)
- ✓ Shop or try on any of the merchandise during my shift.

I have read and understand the "I will NOT" section:



By signing this, I release Calvary Thrift Store from liability for the use of my photo, likeness, and identity in all forms of media and publicity.



By signing this, I understand that I am subject to a thorough background check including criminal history.



By signing this, I understand that any action inconsistent with this Code of Conduct may result in my removal.

**I HOLD HARMLESS THE CALVARY THRIFT STORE OR ANYONE ASSOCIATED WITH THE STORE from any and all liabilities or claims made as a result of employment/participation/volunteering in or around the store property.**

**I agree to the terms of the Code of Conduct.**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature \_\_\_\_\_