



We at Rachel's Home would like to thank you so much for your service! We appreciate you so much. Here are some guidelines we ask our volunteers to abide by. They are here to help you and to protect the young ladies that are here. Once again we thank you for your generous service.

1. At times there are sensitive matters being discussed and/or sensitive activities being done. We insist that you do not talk to anyone outside the ministry, about anything you might hear and/or see while participating with the Rachel's Home ministry unless otherwise informed by a staff member.
2. If an expectant mother seeks your counsel, we ask that you do your best to encourage them to share any problems or concerns with the House Parent(s), and/or in group, or with a board member.
3. Please keep us informed what activities were done while you were volunteering.
4. If you are the Relief House Parent(s) you will be the only one allowed to answer the phone, when no other Rachel's Home staff members are present. Please write all phone calls down on paper with, name, number, and a reason for the call. In the case of emergencies, call a staff member and relay all of the information.
5. Clients are not allowed to make phone calls without your permission.
6. We do not allow daytime or nighttime soap operas, such as, Gossip Girl, 90120, The Vampire Diaries, etc., all other T.V. Shows we ask that you use your discretion.
7. Please do not enter the House Parent's room without first obtaining their permission.
8. We are not responsible for your personal belongings. If you feel one of the clients has taken your property, talk to the client, and/or a staff member about the situation.
9. Clients are not allowed to be by themselves, if you have to run errands they can go with you.
10. Clients are not allowed to be with a male by themselves. There has to be another female present.
11. Clients are allowed to take walks by themselves, but must be back at the time they tell you. If they don't return about an hour after they tell you call the House Parent(s) and/or a board member.
12. We ask that you don't push your beliefs on the client(s), and when they ask you to stop talking about your beliefs that you respect their wishes and stop.
13. If you have any conflicts with a client please let the House Parent(s) know upon returning.
14. Clients are not allowed to have any male visitors unless there is a male staff member/volunteer present.

We are very thankful the Lord has provided you to aid in serving Rachel's Home.