



Guidelines for Volunteers The God of Hope Ministries Faith-Based Dorms

PRINCIPLES

- Showing agape love, Christ's love, is the foundation of our program. The best expressions of this love are our faithful presence and our servant attitudes.
- We are advocates for Christ, rather than advocates for inmates. We keep our focus on Christ, realizing He alone can transform lives. We are there to represent Christ, not to win praise or find fulfillment for ourselves.
- We work as a team. We sacrifice our self interests in favor of obedience, humility and love. When conflicts arise, we will rely on God to work through them within the team. Our unity is a powerful example to inmates.
- We maintain respectful, professional relationships with inmates. We don't over-identify with an offender. We don't show favoritism. We don't allow ourselves to be manipulated into bending the rules.
- We consider ourselves guests in the inmates' home. We are volunteers to help meet the spiritual needs of inmates. Our role is not to "fix things".

RULES

1. _____ As a TDCJ approved volunteer, I will know and follow TDCJ policy.
2. _____ I will not give any inmate my home address or phone number. I will use a P.O.Box or my church address. I will include "religious volunteer" in the return address.
3. _____ I will not allow any inmate to put me on their visitation list.
4. _____ I will not make any phone calls for inmates.
5. _____ I will not give any item to any inmate without approval from the chaplain. This includes notes, magazines, photos, birthday cards – nothing! I will not allow an inmate to send me money to purchase any item.
6. _____ I understand that printed matter used in our studies may be given to inmates. Materials will not have metal ring binders or metal spiral binding.
7. _____ I will not get involved in parole or legal issues with any inmate.
8. _____ I will not mention another plan or program to inmates without first talking to appropriate staff.
9. _____ I acknowledge that all programs and events must be approved by the chaplain and the warden. I will not negotiate items or special events with inmates.
10. _____ I will not get involved in an inmates's financial status. I will not put money on any inmate's accounts. I will not use my church or ministry to put funds in any inmate's accounts.
11. _____ I will not allow any "falling exercises" (for example, during worship).
12. _____ When I make a mistake, I will tell my supervisor as soon as possible. I won't try to hide it. I realize there are no secrets in a correctional facility.
13. _____ I will not take anything out of the facility for an inmate.
14. _____ I will not make a phone call for any inmate, for any reason.
15. _____ If requested, I will submit to a search or inspection. My vehicle may also be searched.

16. _____ I will not bring medication or tobacco products into the facility. I will notify the chaplain if I must carry a prescription.
17. _____ I will not bring a camera, purse, laptop computer, cell phone, pocket knife, or recording device into the facility.
18. _____ I will use a clear, see-through plastic bag to carry study material.
19. _____ Any tape player, CD player, or musical instrument is subject to inspection by security.
20. _____ I will not leave my assigned area to go to another part of the facility.
21. _____ I will not bring food or gum into the facility. I will not give inmates any food items.
22. _____ I must always have an official picture ID to enter the facility. I must wear my volunteer badge at all times. I will return the badge and retrieve my ID when I leave the facility.
23. _____ I will always do what security staff tell me to do. I accept that a prison may be of a heightened security at any time. Delays and cancellations are a possibility. I will immediately follow orders in all situations.
24. _____ I will not embrace any offender of the opposite sex. I will offer a handshake instead.
25. _____ All male volunteers going to the female unit MUST have a female escort at all times.
26. _____ The special volunteer form for all special volunteers must be given to the chaplain 2 weeks before the activity scheduled date. No one under age 18 can enter the facility without special permission from the warden. No ex-offenders are allowed without prior approval.
27. _____ I will ask questions when I am not sure.
28. _____ I will report to the director anything that makes me feel uncomfortable.
29. _____ All books, movies, and CDs must be approved by the dorm coordinator or director.
30. _____ I will expect all inmates to participate appropriately in my class. I will not allow inmates to side talk or distract from the class.
31. _____ I will report all rule violations to the dorm coordinator or director.
32. _____ Should there be hostility, I will not put myself between inmates. I will tell them firmly to stop.
33. _____ I will adhere to the following dress code:

- Regardless of the volunteer assignment, I will not wear any attire which is of extreme design, revealing in nature or conveys messages of a derogatory or offensive nature. This includes signs or symbols of apparent membership in a security threat group/gang as evidenced by tattoos or other signs or symbols of membership.
- No extreme haircuts, styles or colors.
- No jewelry items worn on the facial areas (e.g., earrings/studs in nose, tongue or eyebrow)
- All skirts must be knee length. Slacks, jeans, and Capri pants must be 2 inches below the knee. No sweat suits or wind suits unless they are appropriate for the activity being conducted. No shorts allowed under any condition.
- No attire that exposes midriff or shoulders, any attire that is considered to be see through, low cut (in front or back) or tight fitting or exposes a feminine under garment.
- No all white or all blue clothing, open toed shoes without socks, flip flops/shower shoes or any shoes that includes a strap that divides the toes.

Print Name

Signature

Date