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Volunteer Handbook

An Affiliate of the Center for Nonviolent Communication

P.O. Box 31191, Seattle, WA 98103

4759 15th Ave NE, Suite 301, Seattle, WA 98105

<http://freedomprojectseattle.org/>

(206) 325-5678

Freedom Project Staff

K.C. Young, Executive Director

Jenny Goodwine, Programming Director

Kim Nonan, Volunteer Services Manager

Brian Chang, Director of Community and Organizational Development

Mano de Silva, Investments and Partnerships Coordinator

Zackery Driver, Investments and Partnerships Coordinator

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Welcome to Freedom Project

Thank you for volunteering with Freedom Project. Our volunteers help us share the gifts of Nonviolent Communication and mindfulness in prison.

The purpose of this volunteer handbook is to establish a uniform system for volunteer administration that will contribute to the quality and efficiencies of services provided by Freedom Project. The policies and procedures included in this handbook are authorized by the Board of Directors and shall apply to all volunteer positions.

The intention is for this to be widely applicable for volunteers working in diverse positions of service with Freedom Project. This handbook does not replace the Department of Corrections (DOC) Volunteer Guidebook for prison volunteers, which describes DOC policies that must be followed by all volunteers. You are expected to read this document prior to your first prison visit. The DOC Volunteer Guidebook can be found at <http://www.doc.wa.gov/aboutdoc/docs/P077VolunteerGuidebook.pdf>.

Mission

Freedom Project strengthens our community through supporting the transformation of prisoners into peacemakers. We offer trainings in concrete skills of nonviolence leading to reconciliation with ourselves, our loved ones, and the community. Our work addresses the healing of relationships ruptured by violence and the forging of community founded on genuine safety through connection.

Racial Equity/Social Justice. Freedom Project is committed to addressing Institutional Racism and other forms of oppression. We promote Racial Equity, and oppose the systemic distribution of resources, power, services, and opportunities that benefit People who are White at the expense of People of Color.

Vision

We dream of a world where each person is held in the circle of humanity, where every individual experiences a deep knowing that all members of the human family belong to and are connected to each other. We dream of communities and nations dedicated to nonviolence as a soul force for the healing of all relationships fractured by injury, violence, anger, and mistrust. Freedom Project offers a new vision of what is possible.

Values

Connection and Community. Freedom Project believes that community created through authentic connection engenders genuine safety. We are grounded in the belief that all human beings are precious and have a place at the table.

Compassion. Freedom Project believes in the power of compassion as a healing force on the planet. We believe that through empathy we can connect with the essential beauty within ourselves and others and in this way serve the world.

Mindfulness. Freedom Project values mindfulness as a way of living so that we act with intention and care.

Sustainability. Freedom Project believes in creating a sustainable organization which manifests in the way we handle and care for our material and human resources.

Contribution. Freedom Project values and asks for commitment and contribution with the idea that it is through giving to something beyond ourselves that we create meaning in our lives and express the fullness of our humanity.

Integrity. Freedom Project is committed to integrity in all dealings and will make decisions based on principles rather than personalities.

Diversity. Freedom Project is guided by the belief that it is our differences -- such as race, class, gender, sexual orientation, faith, or whether or not we have served time in prison -- that make us strong. It is this ability to hold differences with compassion and understanding that defines us most deeply as an organization.

Program History

In 1998 Dr. Marshall Rosenberg, who developed Nonviolent Communication (NVC), visited the Twin Rivers Unit in the Monroe Correctional Complex of Washington State. He was invited by the Alternatives to Violence Project (AVP) to introduce NVC to prisoners there. Rusty Thomas, an AVP inmate facilitator at the time, realized the tremendous potential of this work for improving his own life and that of those around him. He approached Lucy Leu, a volunteer of the regional NVC group, and asked her for classes and practice. This inspired Lucy who was already a committed educator and peacemaker. She became an internationally certified CNVC trainer and formed a team to regularly give workshops and classes in the prisons.

The team expanded to include prisoners and returnees, contributing a depth of growth and healing for the community at large. From this experience came Freedom Project's mission statement to "support the transformation of prisoners to peacemakers" and "to forge a community founded on genuine safety through connection." Freedom Project became an independent organization on Martin Luther King Day in 2001.

Over the next three years Freedom Project expanded into a larger but still informal organization run by a collective of prisoners and community members. In 2004 Freedom Project began to move to a more formalized nonprofit model, one that would allow it to expand. In 2006 Freedom Project acquired tax-exempt nonprofit status IRS 501(c)(3) and hired an executive director.

Currently Freedom Project programs reach hundreds of men and women who are incarcerated (or have been in the past). Antioch University completed a two-year study on the impact of Freedom Project

programs on prisoners. The evidence shows that Freedom Project programs reduce recidivism and violence in our communities as well as save millions in tax dollars.

Organizational Summary

Freedom Project is an innovative organization serving both prisoners and to a more limited degree those recently released back to the community. Because prisoners learn how to live peacefully and avoid conflict, Freedom Project programs also serve crime victims, those living in communities with returnees, and, more broadly, everyone who wishes to break the cycle of violence and crime.

Freedom Project serves prisoners and returnees throughout Washington State, including programs at the Washington Correction Center for Women in Gig Harbor, Mission Creek Corrections Center for Women in Belfair, Clallam Bay Corrections Center and the Twin Rivers Unit of the Monroe Correctional Complex in Monroe, Washington. We expect to have additional programs in place by year-end 2015 at Airway Heights Corrections Center near Spokane.

Staff

Staff Freedom Project staff currently comprises four positions: Executive Director, Community and Organizational Development Director, Programming & Volunteer Director, and Volunteer Services Manager and Investments and Partnerships Coordinator. The main contact for volunteers is the Programming & Volunteer Director. All Freedom Project staff and Board members welcome open dialogue with volunteers.

Nondiscrimination Policy

Freedom Project does not discriminate against any person on the basis of race, color, religious affiliation, sex, age, national origin, marital status, sexual orientation, disability, or gender identity or expression.

Anti-harassment Policy

Freedom Project will not tolerate conduct that harasses, disrupts, or interferes with the well-being of any participant, volunteer or staff member, or that creates an intimidating, bullying, offensive, or hostile environment.

Freedom Project Programs

NVC and mindfulness in prison

In our intensive workshops and weekly classes, prisoners learn how to express themselves authentically from the heart and to listen empathically. Nonviolent Communication workshops introduce the framework of observations, feelings, needs, and requests. In addition to basic courses, we offer theme-based workshops focusing on such topics as anger, self-empathy, conflict resolution and reconciliation.

While mindfulness has many definitions and framings, Thich Nhat Hanh shares “mindfulness as the practice of being fully present and alive, body and mind united. Mindfulness is the energy that helps us to know what is going on in the present moment.” Participants learn mindfulness meditation, as well as other mindfulness-based practices.

Community Circle

Released prisoners (returnees) and community members gather together monthly at our Community Circle program. Community Circle programs are currently being held in Seattle and Tacoma; expansion is planned in Spokane and throughout the state. Community Circle provides a safe environment for continuing practice using the skills of mindfulness and Nonviolent Communication.

For an up-to-date schedule of times and locations of Freedom Project programs, visit our website or call the office. Contact information is listed on the cover of this document.

Commitment to Volunteers and Diversity

The goals of Freedom Project are best served with active participation from members of the community. To this end Freedom Project accepts and encourages the involvement of volunteers at all levels of the organization and within all programs and activities.

Volunteers will be extended the rights to be given meaningful assignments, to be treated as equal co-workers, to effective supervision, to full involvement and participation and to recognition for work performed. In return, volunteers will agree to actively perform their duties to the best of their abilities and to remain loyal to the mission, values, goals, and policies and procedures of the organization.

Volunteer Roles

Freedom Project has several roles available for volunteer work. In addition to facilitating educational programs, we need volunteers for community outreach, data entry and analysis, information technology, research, fundraising, marketing, social media, event coordination, and service on the Board of Directors and board committees. Please feel free to show your interest in as many opportunities as you wish. This is a general list of needed volunteers. If you feel that you have a skill or interest not listed, please speak with Freedom Project staff about what you might have in mind.

To a large extent Freedom Project volunteers are the public face of the organization and represent the important work we do. For this reason we ask all volunteers to commit to living the intention of NVC and mindfulness in our community.

Board of Directors and Committees

The Board of Directors articulates and represents the mission and goals of Freedom Project to the community and is accountable to the community for the organization's activities and operations. The Board of Directors has overall responsibility for the conduct, health and effectiveness of Freedom Project.

The board meets monthly. Board members are expected to serve on one or more committees (Finance, Programs, Fund Development and Marketing, and Executive Committees). The term for Board membership is two years, although some members agree to serve a single year. Proficiency in NVC and mindfulness is not a prerequisite for board membership; however there is an expectation for on-going involvement with Freedom Project courses.

Prison Program Volunteers

Freedom Project prison program volunteers are classified by the Department of Corrections (DOC) as guests, volunteers, volunteer sponsors or as group sponsors. In prison everyone, at all times, is expected to wear a color-coded badge, which identifies their classification as guest (pink) or volunteer (red). In some prisons the clasp that attaches the badge to the clip may be color coded to further identify volunteers who are designated as sponsors.

A volunteer sponsor is responsible for supervising guests and other volunteers when they participate in Freedom Project prison programs. DOC requires that guests be escorted by a sponsor or a correctional officer at all times on the prison grounds. If no sponsor is available, a scheduled program will typically be cancelled by the prison administrative or custody staff. For this reason, we make every effort to assign a back-up sponsor for every scheduled prison program.

The group sponsor is responsible for scheduling programs, organizing guest visits and managing the relationship between Freedom Project and the prison administrative programming staff (known as Community Partnership Programs at most prisons). The Department of Corrections expects all requests and questions from guests, volunteers and sponsors to be channeled through the group sponsor, which is the responsibility of the Freedom Project's Programming & Volunteer Director.

Arranging to visit a Freedom Project prison program

After an initial interview with a Freedom Project staff member and attending Freedom Project new volunteer information session, we may invite you to visit one of our programs in prison. As our guest, we expect you to actively participate in the Freedom Project program during your scheduled visit. The number of guests allowed to visit each program varies, based on the facility. Guests may visit Freedom Project programs no more than twice per year.

Your visit will be cancelled, unless Freedom Project's Programming & Volunteer Director receives all information and completed forms at least two weeks in advance. If you cancel a scheduled visit or miss the deadline and request another visit, your subsequent application may be denied. Here's what we need from you for Freedom Project to make arrangements for you to visit one of our prison programs on a particular date:

To visit Monroe Correctional Complex, you must read the Prison Rape Elimination Act (PREA) brochure and send us both a signed PREA acknowledgment form and a completed guest application.

To visit Clallam Bay Corrections Center or either of the women's prisons, you must provide us with your full legal name(s), date of birth and the last four digits of your social security number.

Volunteer Roles in the Classroom

Depending on their facilitation experience, volunteers may be assigned to fulfill the role of classroom assistant, small group facilitator, co-facilitator or lead facilitator. Peer mentors may also assist by filling one or more of these roles. The lead facilitator has overall responsibility for a particular program, with the assistance of other team members. Typically a lead facilitator has significant experience facilitating practice groups or workshops in the community. Most Freedom Project lead facilitators have completed the Freedom Project NVC apprenticeship program or the on-line training offered by the Prison Mindfulness Institute. Other lead facilitators have been certified by the Center for Nonviolent Communication (CNVC).

Peer Mentors

Peer Mentors are prisoners who serve as a resource for other prisoners and DOC staff members who are interested in Freedom Project programs. They contribute to the quality and depth of our programs by sharing personal examples and stories that illustrate major concepts. They also engage with Freedom Project facilitators in semi-monthly debriefing and planning sessions, which can improve the effectiveness of future programs.

Support for Volunteers

Freedom Project will describe to potential volunteers the work of the organization, assist new volunteers in finding a suitable position and support volunteers in finding outside trainings, if necessary.

Freedom Project will offer volunteers support and empathy during difficult situations. Your experience will change and grow over time and we encourage you to make use of help from your fellow volunteers and Freedom Project staff whenever you feel uncertain, confused or uncomfortable with any situation. There is no question not worth answering, and it is essential that volunteers understand that there is support when confronting the challenges of our work.

Freedom Project believes in genuine safety through connection. Should a conflict arise, it should be resolved at the lowest level possible. When a conflict escalates, involved parties may progressively call on Freedom Project staff, Executive Director, Executive committee, and finally Board of Directors to find a satisfactory resolution.

Volunteers are strongly encouraged to carpool when attending prison workshops. This allows volunteers to plan and debrief the workshop with other team members. It also gives them an opportunity to provide support and empathy to each other both before and after the session. We expect each carpool driver to collect and report volunteer hours* for themselves and their passengers. Volunteers who provide transportation to a Freedom Project prison program can request travel expenses by sending a REQUEST FOR TRAVEL STIPEND email to the Executive Director. Within the body of the email message, please indicate:

- Type of program (class, workshop, meeting, training), date(s) & location
- Name & mailing address of driver
- Names of other passengers & total number of volunteer hours* each contributed

Working with Prisoners and Returnees

Freedom Project works with people both inside WA State prisons and outside in our communities. Some prisoners have committed violent crimes in the past. This fact motivates us to be diligent in respecting policies set forth by experienced Freedom Project staff and volunteers and by the Washington State Department of Corrections. These policies help to guide our work both inside and outside of prison and are established to help provide safety and clarity not only for our volunteers, but also for the men and women we are serving. Please read these policies carefully, making sure you completely understand each point. If you have any questions about any of the policies, please contact Freedom Project staff, who will help answer any questions or concerns.

Different crimes may understandably evoke emotional pain or fear. For example, some returnees with whom we work may have committed crimes of a sexual nature against a minor. Some may have taken a life. Some may have robbed and dealt illegal drugs. Understandably, any one or more of these crimes can evoke discomfort. If you are feeling any emotional discomfort, speak with staff about it. Freedom Project volunteers should not ask prisoners or returnees about their crimes. We respect prisoner's privacy by not asking about crimes they have committed. We work with the person that is present with us in the moment, not with what he or she did in the past.

You may find yourself either attracted to or feeling uncomfortable around someone who is associated with Freedom Project (whether it's another volunteer, staff member, prisoner or returnee). If you are experiencing these feelings yourself or you are worried about the actions of another individual who's associated with Freedom Project, we expect you to talk about these feelings with a staff member or board member. Another

option would be to call a Restorative Circle so we can, as a community, take measures to protect everyone's safety and preserve the integrity of Freedom Project's programs.

Responsibilities of the Volunteer

For safety and maximum effectiveness, it is important for us to develop a foundation of trust among team members and with all of the organizations with whom we work, including DOC. In this light we expect volunteers to accept the following responsibilities:

- Accept your volunteer assignment, and perform the role with a sense of responsibility and commitment.
- Examine the time commitment required for your position and commit to working with Freedom Project to fulfill that commitment.
- Attend and document assigned trainings. Freedom Project staff will work with volunteers to identify training needs, opportunities and necessary documentation.
- Report your volunteer hours to Freedom Project staff within 10 business days, so we can accurately track your contributions.
- Arrive on time. If you are unable to fulfill your assignment, we expect you to inform us as soon as possible so a replacement can be found. Telephone numbers can be found on the cover page of this document.
- Debrief with other team members or staff. Volunteers are expected to participate in a debriefing session within one week of participating in a Freedom Project program either inside or outside prison. Debriefs allow volunteers to celebrate achievements, identify challenges, and offer each other empathy and support. Debriefing sessions can be conducted in-person or via telephone conference. Individuals who are unable to participate in debriefing sessions can discuss alternative strategies with the Director of Programming & Volunteers.
- Make arrangements for childcare during your volunteer assignment. Due to DOC restrictions that apply to many returnees, most Freedom Project programs in prison and in the community are not open to children under the age of 18. For everyone's safety, please do not bring children with you to the office or to any event or program hosted by Freedom Project. If you have any questions about this request, please discuss it with staff.

- Commit to Freedom Project's core mission by providing training "in concrete skills of nonviolence." Volunteers should not stray from the organization's mission of sharing the practices of Nonviolent Communication and mindfulness. Proposals for expanded programs or new avenues of exploration are always welcome at the Program Committee.
- Follow policies and procedures set forth by the Department of Corrections and Freedom Project at all times.

Training Expectations

Freedom Project

- Freedom Project expects all volunteers to attend an initial 3-hour volunteer information session and to attend a full day of Freedom Project training or to demonstrate equivalent experience in Nonviolent Communication and mindfulness.
- Professional in-service trainings are offered through Freedom Project. These seminars address issues that facilitators might encounter in the course of their work. They are also a way to meet the need for connection and understanding that help maintain our sustainability as volunteers. All prison volunteers are expected to attend at least 14 hours of professional facilitation skills training per year.

Department of Corrections

NEW VOLUNTEER TRAINING: If you want to volunteer regularly in prison with Freedom Project, DOC requires you to apply for a red volunteer badge (after two visits in most prisons). To apply, you will be expected to complete five or more DOC forms and send them to the Freedom Project Programming & Volunteer Director.

Once Freedom Project receives these forms, we will countersign and submit them to the prison, asking for you to be enrolled in DOC on-line training. After successfully completing all assigned on-line courses, you will receive an invitation via email to attend the next available DOC new volunteer orientation session. This DOC orientation is a half-day program, which is held on a Saturday morning or weekday evening at the prison that you have visited. Your red identification badge will typically be available the following month after completing orientation.

ANNUAL ON-LINE RENEWAL TRAINING: All volunteers (including sponsors) are currently expected by the Department of Corrections to maintain their volunteer status by completing on-line training each year no later than June 30.

SPONSOR TRAINING: After volunteering regularly in prison for at least 6-12 months, Freedom Project may recommend that you become a sponsor, by attending sponsor training at the prison where you have been assigned. DOC sponsor training is a half-day program conducted by the Department of Corrections at the

prison itself. At the beginning of the month after you complete sponsor training, the letter "S" will be added to your red badge, which identifies you as a sponsor. Some prisons expect sponsors to renew their sponsor status by attending in-person sponsor training each year.

Important Department of Corrections Policy Information

DOC policy absolutely governs the conduct of volunteers with offenders, specifically when dealing with offender relationships and proper conduct in contacting offenders. Please be aware that DOC guidelines may change. Please see the DOC volunteer guidebook for the most current information. The word "offender", as it appears below, also includes family members, friends, and known associates of the offender.

- Use caution when you communicate with an offender and be diligent at all times, avoiding even the appearance of impropriety.
- Do not have **any communication** with offenders outside of the parameters of your volunteer position.
- Do not let stereotypes, biases, and other prejudices affect your work.
- If you find that you know, or have met an offender personally, you need to inform Freedom Project staff immediately, and then fill out DOC 03-039 – Report of Contact with an Offender.
- Do not have any financial dealings with an offender or accept gifts, no matter how small and seemingly insignificant it might appear. This is a direct violation of established boundaries, and is strictly forbidden.
- Do not offer legal advice to offenders, do not assist in court action, and do not file any legal papers for them. You can refer the offender to an appropriate legal service.
- Physical contact should be limited to a handshake.
- Do not give ANY personal information to ANY offender; this includes your own personal information as well as that of other volunteers, of any staff, or of any offender.
- Inform Freedom Project and DOC immediately if you have a change of your contact information. It is imperative that all contact information is kept current.
- If there is a change in your criminal history record, you must immediately inform the DOC and Freedom Project.

Dual Relationships

Freedom Project volunteers are not permitted to participate in any dual relationship with Freedom Project program participants. Examples of "dual relationships" include, but are not limited to, the volunteer being the Freedom Project participant's employer, employee, legal advisor, protective payee, power of attorney, sexual partner, psychotherapist, health care provider, landlord, tenant, or housemate. Any concerns or exceptions to this policy must be discussed with Freedom Project staff before entering the relationship.

It is of paramount importance that all volunteers adhere absolutely to all policies set forth by the DOC and Freedom Project. This is not only for your safety, but for the safety of the men and women who participate in our programs both inside and outside prison. An “innocent” act could have unintentional but dire consequences, not just for you, but for those we are serving.

Important Freedom Project Guidelines

Some of these Freedom Project guidelines are a reiteration of DOC policies that we find to be of particular importance.

- Freedom Project assigns at least three facilitators to each program, with the expectation that no volunteer be left alone with prisoners. If only one sponsor is available, the other volunteers are expected to stay with that sponsor at all times, unless a correctional officer agrees to escort the volunteer to another location or to temporarily take over responsibility for supervising the classroom. This policy is intended to protect the safety of prisoners, as well as Freedom Project volunteers. Exceptions to this policy should be discussed with Freedom Project staff.
- In the classroom, lengthy one-on-one conversations or pair-work between an individual prisoner or returnee and a volunteer are discouraged. Instead Freedom Projects recommends discussions or exercises in small groups of three or more individuals. If a prisoner requests a private conversation, the volunteer is expected to arrange for another individual to join them. This policy is intended to avoid situations, which the prisoner might misinterpret as potentially leading to intimacy or to allegations of violating PREA guidelines.
- Volunteers are expected to limit the time they spend at any one facility to no more than 15 hours per month to avoid becoming overly familiar with individual prisoners.
- Volunteers are expected to phrase personal sharing in a way that shows understanding and connection without divulging overly familiar personal stories. For example, you might say “My life has been impacted by domestic violence,” rather than “My ex-spouse abused me.”
- Volunteers may not carry contraband, weapons, drugs, or alcohol while representing Freedom Project. Volunteers who show signs of having consumed alcohol or any drug will not be permitted to perform their duties. They will be asked to meet with Freedom Project staff before resuming their duties.
- Infectious tuberculosis, infectious hepatitis, infectious pneumonia: If your health status is infectious, you are expected to cancel all volunteer commitments until your health returns to non-infectious status. When your health returns to noninfectious status after recovery/treatment, you may resume your volunteer activities.

- Suicide prevention: Call the Crisis Clinic hotline (24 hours) 461-3222 or 1-800-244-5767, if you are informed that another volunteer or participant in one of our programs has ALL THREE of the following: the means, the plan and the IMMEDIATE intent to commit suicide.. Call 911 only if the suicidal individual has a lethal weapon or the suicide is in progress.
- Volunteers are expected to respect program participants' beliefs and choices (e.g. religious, political, medical, relationship, etc.) and refrain from imposing their own personal belief system onto participants. If asked, volunteers may share their personal values and core beliefs. At no time is it acceptable to try to convince participants of any world-view or belief system.

Religious Practices

The Department of Corrections has its own policies, which will be discussed in the DOC volunteer orientation. Freedom Project is a 501(c)(3) organization, recognized as a nonprofit organization. We cannot, under any circumstances, advocate for any religious purpose, **whatsoever**. If that happens, Freedom Project could be at risk of losing its nonprofit status. This does not mean that religion or philosophies can't be discussed, but no one person can advocate for any one religion. If a volunteer, within their volunteer position for Freedom Project, is believed to be advocating in this way, that volunteer will be suspended pending a full investigation and may be permanently dismissed. Freedom Project respects all religions and sees faith-based partnerships as an essential part of what we do.

Termination of Volunteer Agreement

A volunteer may be asked to leave Freedom Project under either of the following circumstances:

- The volunteer violates participant-related policies, including but not limited to dual relationships, illegal substances, or sexual conduct.
- The volunteer establishes a repeated pattern of behavior that causes concern to be expressed by participants, group members, staff, and/or committee members. If the involved parties cannot resolve the matter without outside intervention, either party may request assistance from Freedom Project staff.

In order to ensure fair assessment and resolution of the situation, the following steps will be taken:

The staff member will address the issue with the volunteer. If the volunteer and staff member cannot reach an agreement, the staff member will consult with the rest of Freedom Project staff, making every effort to ensure the volunteer's confidentiality. In accordance with the staff's input, the staff member will do one of the following:

Issue the volunteer a written warning that clearly states the problem and steps to correct the behavior. The warning will explain that if the volunteer further violates the terms of the Freedom Project agreement (including all policies and group participation), the volunteer will be dismissed. The staff member will give a copy of the warning to the volunteer and keep a copy on file. After 60 days the staff and volunteer will meet and assess whether or not issues have been resolved.

Dismiss the volunteer immediately if the staff agrees that this is the appropriate action.

If a volunteer disagrees with the actions taken by staff, the volunteer has the option of filing a grievance pursuant to the grievance policy.

The intention of this policy is to protect the rights of everyone involved and to provide adequate support to all parties if possible. It is Freedom Project's intention to maintain and support our volunteers. We want to give the volunteer the opportunity to incorporate feedback into his/her work at Freedom Project, except when such participation is detrimental to the organization, its members, or its participants.

The volunteer and/or the staff member may request to have another volunteer or other staff member present for support and guidance during any discussion.

Use of the Freedom Project Name

Current and former volunteers are required to obtain prior approval from Freedom Project staff before using the Freedom Project name on printed material(s).

Other Resources

There are a number of accessible resources for volunteers on many topics that impact our work. These include, but are not limited to:

Center for Nonviolent Communication <http://www.cnvc.org/>

DOC Volunteer Guidebook

<http://www.doc.wa.gov/aboutdoc/docs/P077VolunteerGuidebook.pdf>

Northwest Compassionate Communication <http://nwcompass.org/trainings>

NVC Academy <http://nvctraining.com/index.php>

Prison Mindfulness Institute <http://www.prisonmindfulness.org/>

Seattle Insight Meditation Society <http://www.seattleinsight.org/>

Recommended Reading

“The Moment is Perfect” by Thich Nhat Hanh

http://shambhalasun.com/index.php?option=com_content&task=view&id=3206&Itemid=244

“Finding Values in the Service of Life” By Naomi Remen, MD

<http://www.uc.edu/content/dam/uc/honors/docs/communityengagement/HelpingFixingServing.pdf>

ACKNOWLEDGEMENT OF RECEIPT

The statements contained in the Freedom Project Volunteer Handbook are intended to provide only general information about the current policies and practices of volunteering with Freedom Project. Freedom Project retains the right at any time, at its own discretion, to delete, add, alter, or amend any and all information, statements or terms and conditions stated in this manual.

Your signature below represents that you have read a copy of the Freedom Project Volunteer Handbook and agree to abide by these guidelines.

I _____ recognize that failing to adhere to these guidelines may result in revoking of my volunteer status with Freedom Project.

Volunteer Signature _____ Date _____

Received by _____ Date _____