



Volunteer Guidelines

Welcome,

Volunteers are an important part of services provided by Walworth County. As a volunteer you are part of a team of staff and volunteers working together to serve the community in line with the County vision, values and goals.

Without the commitment of volunteers many of the amazing programs and events that have come to represent Walworth County would not be possible. The volunteer team's passion, dedication, and generosity make it possible to continuously produce memorable experiences for both participants and members of our community.

These guidelines are intended make your volunteer experience successful and rewarding. Please take a moment to familiarize yourself with the information provided.

Thank you for volunteering your time and energy to help improve our community. We look forward to having you as part of the team.

--Walworth County Volunteer Services

ATTENDANCE

Walworth County understands that sometimes circumstances mean that volunteers are unable to volunteer as scheduled.

Early notice is always appreciated and allows us to schedule a replacement. Call your supervisor when sick.

SERVICE HOURS

Volunteer services hours are recorded and maintained in a secure database.

Volunteer services will provide verification of service hours upon request.



DRESS

Volunteers are required to wear appropriate and conservative dress based upon the assignment.

If you are issued an ID or badge you are expected to wear it during your assignment.



MINIMUM AGE REQUIREMENTS

Junior Volunteers between the ages of 12 and 17 are eligible to volunteer with Volunteer Services for specific opportunities.

Contact Volunteer Services for additional information.

TRAINING

Training is provided to new volunteers, specific to the new role.

Some opportunities require an orientation or specialized training prior to the service or special event opportunity.

Volunteer Coordinator:
Colleen Lesniak
clesniak@co.walworth.wi.us
262-741-4223



RESPECT

Volunteers can expect to work in an environment that is respectful, courteous and safe.

Volunteers should treat fellow volunteers, employees and members of the public with respect.

RECOGNITION

Walworth County appreciates the dedication and service of those who choose to serve.

Annual recognition events are held for volunteers to attend.

TOBACCO, DRUGS & ALCOHOL

Volunteers shall not serve under the influence of drugs or alcohol and shall refrain from using any tobacco, vape, drugs, or alcohol while volunteering.

PERSONAL HYGIENE

Volunteers shall observe and maintain appropriate personal hygiene while volunteering.

PHOTOGRAPHY

Please be aware that you may be photographed or filmed and your likeness may be used in marketing or promotional materials.

Please do not take any pictures of students, inmates, LHCC residents or HHS consumers.



SAFETY

Appropriate information, instructions and supervision are provided to ensure the health and safety of all volunteers.

Any incidents sustained or witnessed should be promptly reported.



PRIVACY

Volunteers may be exposed to confidential information in the course of their service. Volunteers must not disclose any private or personal information about any student, consumer, inmate, LHCC resident or other volunteers.



COURT MANDATED SERVICE

Volunteer Services offers opportunities for individuals seeking service hours to fulfill court required hours.

Opportunities are limited. Contact Walworth County Volunteer Services for more information.



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