

Date received: _____



Meal Team Application

Teen Feed

4740-B University Way NE, Seattle, WA 98105 • 206.522.4366

Proud to be a part of feeding the homeless since 1986

Organization/Meal Team Name: _____

Meal Team LEAD Information

Name: _____ Phone (cell): _____

Address: _____ Email: _____

City, ST, Zip: _____ Employer: _____

Availability

Please check the days that your team is available.

- Sunday 5:30-8:30
- Monday 5:30-8:30
- Tuesday 5:30-8:30
- Wednesday 5:30-8:30
- Thursday 5:30-8:30
- Friday 5:30-8:30
- Saturday 5:30-8:30

Additional Questions

How did you hear about Teen Feed?

What draws you to work with homeless youth?

What is your personal experience with youth and/or homeless individuals? (Please include any personal or professional experiences or specialized trainings.)

Statement of Commitment

My team is committed to a minimum of one year as a meal team with Teen Feed:

Signature

Date



Meal Team Guidelines

Description: Any group of 6 - 12 people (15 maximum) who can commit to planning a menu, purchasing meal supplies, and coming in to cook, serve, and clean-up. Our preference is to have regular teams who will be responsible for one night each month (ex. every 2nd Tuesday).

The following is a list of guidelines that we ask all of our meal teams to agree to:

- Commit to one year serving dinner on a monthly basis.
- Bring 6 - 12 individuals, a maximum of 15 (including children).
- Arrive around 5:30pm, although earlier or later is fine depending on what you are cooking.
- Stay until 8:30pm at the latest. This is dependent on the efficiency of clean up.
- Clean up the kitchen after dinner. This includes sweeping, mopping, dishes, wiping tables, etc.
- Be available to help with setup of tables and chairs as necessary.
- Keep all children within arms reach of an adult and in the kitchen at all times.
- Remember Teen Feed's 'no food to go' policy.
- Allow guests to have seconds only after 7:20 PM (a TF coordinator will make the announcement).
- If possible, the Meal Team Lead should have a food handler's permit.
- Provide at least a one week notice if your team is unable to come on a scheduled date.
- If you must cancel within 24 hours of your scheduled date, please compensate by purchasing food for the meal. Teen Feed will find individual volunteers to serve the meal that evening.
- If you suspect you will be low on volunteers for your scheduled evening, please let us know ahead of time so we can arrange to provide additional volunteers for the evening.
- Provide a healthy and balanced meal as some of our guests may be immune deficient.
- Provide a vegetarian/vegan option for 5 - 10 individuals as some of our guests may prefer this diet.
- Read, understand, and share Teen Feed's confidentiality policy.

I agree to the above guidelines.

I agree to inform all of my team members of these guidelines.

Organization/Meal Team Name

Meal Team LEAD Name

Signature

Date



Teen Feed Confidentiality Agreement

Teen Feed
4740-B University Way
Seattle WA, 98105
(206) 522-4366
Fax: 206.522.3043

Teen Feed works with the community to offer support to meet basic needs, build strong relationships, and ally with homeless youth as they meet their future off the streets.

In order to ensure a safe and respectful environment,
I agree to act within the following boundaries:

- I understand that the focus of Teen Feed is to support the well-being of the homeless youth we serve. The needs and safety of the homeless youth we serve are always the first consideration and priority.
- I will not arrange to meet with youth outside of Teen Feed. This includes in person contact such as, but not limited to, meeting for coffee, inviting the youth to your place of worship, or intimate relationships of any kind. I will not disclose my personal contact information such as, but not limited to, my telephone number, or where I live as well as online networks such as Facebook and MySpace, Email, Texting, etc.
- I will avoid being alone with youth served at Teen Feed and my contact with youth will be limited to Teen Feed program hours only. If I encounter a youth served at Teen Feed in public I can greet the youth if they initiate the greeting. If I encounter a youth served at Teen Feed in a place where drugs or alcohol are being consumed I will remove myself from the situation.
- I will not provide shelter or transportation to Teen Feed youth outside of approved agency activities.
- I will not exchange goods, services, or money with specific youth outside of approved agency operations.
- I will uphold Teen Feed's priority to be a confidential and safe place for young people. I will not discuss the names or specific identifiable characteristics of Teen Feed youth or disclose information shared in confidence (unless required by law or for the safety of others).

- I will uphold these boundaries even after my volunteer service with Teen Feed.
- I will speak to a Teen Feed staff member if I have any questions or concerns about these boundaries.
- My signature below indicates that I have read, understand and agree to the terms and conditions of this Confidentiality Agreement. If I choose to disregard these boundaries, I understand that my position at Teen Feed may be forfeited at my supervisor(s) discretion.

Printed Name of Adult Volunteer

Signature of Volunteer

Date (M/D/Y)

STAFF SIGNATURE: _____
DATE: _____