

Hawkeye Area Community Action Program, Inc.	Policy # 240
Volunteer Workforce	Page 1 of 1
APPROVED BY: Board of Directors	Effective: March 1, 2013 Revised: September 22, 2016

Policy Statement

HACAP will recruit, train, and use volunteers to assist program staff. Every effort will be made to ensure that the skills, interests, and talents of volunteers are matched to the needs of the agency. The agency will ensure that the donated time, skills, and/or products of volunteers are properly recorded and recognized.

Process Manager

This policy was written by the Human Resource Department for use by all HACAP operations. Questions regarding this policy should be directed to the Human Resources Department at 319-393-7811.