VOLUNTEERING DURING THE COVID-19 PANDEMIC

During times like these, giving back, volunteering, and engaging with our community become even more important. If you are seeking to use your service leave benefit to volunteer outside of the office or home, there are many things to consider:

UNDERSTAND UNC Charlotte’s policies for using service leave benefits as well as current (local) information regarding public health directives, COVID-19, and the associated risks of the virus.

COMMUNICATE your intentions to volunteer with your supervisor.

SCAN your household to determine if volunteering in the community is a safe option.

CONSIDER volunteering from home or virtual volunteerism if you or anyone in your household is over 65 or has a preexisting health condition (asthma, diabetes, autoimmune disease).

BEFORE VOLUNTEERING

Request service leave and obtain approval from your supervisor prior to committing to volunteering.

The nonprofit organization should clearly outline its safety procedures/policies on its website. If you cannot find this information, call prior to volunteering. If they do not have a safety plan in place, reconsider volunteering at this location.

Come equipped with your own personal mask, hand sanitizer, gloves, etc. If you do not have such items, reconsider volunteering in person.

Bring your own food and drink; avoid sharing with others.

Submit your service leave usage in KRONOS.

WHILE VOLUNTEERING

Follow all public health and nonprofit organization safety guidelines, procedures, and policies.

Keep PPE on at all times and maintain proper social distance. Avoid shaking hands, hugging, and any other physical contact.

Avoid touching your eyes, nose, and mouth with unwashed hands.

Cough and sneeze in the bend of your arm – even when wearing a mask.

If and when possible, avoid high traffic areas and touching surfaces people touch often.

If at any point you feel that your safety or health are at risk or if you feel uncomfortable, immediately notify the on-site supervisor and make arrangements to leave.

AFTER VOLUNTEERING

Feel great about it!

Record your service leave request in KRONOS.

Monitor your health. If you are not feeling well after volunteering, follow up with your medical advisor.

Share your experience with your supervisor. This information can help us make informed decisions about future volunteering opportunities, volunteer management, the planning of volunteer activities and promotion.