

Volunteers:

At The Parade Company, the well-being of our volunteers, staff, sponsors, and communities is our top priority. Volunteers are the heart of The Parade Company family, and we take your health and safety seriously. Our team is closely following updates and recommendations from the CDC and local government.

Based on the latest guidelines, this is our current plan for volunteer engagement:

We are adding to our cleaning and sanitation efforts. Hand sanitizers and cleaning wipes will be available throughout our facility. Frequently touched surfaces will be wiped down throughout the day (i.e., door handles, levers, etc.)

Remember to Social Distance: We are implementing a no handshake policy while COVID-19 remains a concern. Please do not shake hands with staff, sponsors, volunteers, or visitors. We recommend waving or verbally greeting people instead.

Online Volunteer Orientations: We are offering virtual Volunteer Orientations while COVID-19 is a concern. This may change as time goes on. We'll continue to monitor the situation, and we'll make the right decisions for everyone's safety.

Studio Entrance: All guests, partners, and volunteers - please use the front entrance under the blue awning to enter our facility. Do not use the Artist door. All volunteers will be required to fill out the Covid-19 Questionnaire upon entry.

Studio Volunteer Check-in: The Volunteer Check-in has moved to the reception area.

- Please check-in with Sharon, or designated Parade Company representative, at the front desk when you arrive. After check-in, you will be escorted to your volunteer station and given instructions.
- Please remember to social distance while waiting in the check-in area.
- For the health and safety of Parade Company staff, volunteers, and clients, you will be asked to have your temperature checked before entering the work area.
- You will also be asked to complete and sign a volunteer waiver, along with a questionnaire confirming you are not currently experiencing COVID-19 symptoms.
- The office areas of the studio are welcome to volunteers who are scheduled to help with office projects. We do not always have office work; please do not come in without confirming.

BEFORE VOLUNTEERING

Please Stay Home if Sick: If you are feeling sick, or displaying any symptoms of illness, please stay home. It is true that we rely on volunteer power to get the job done, but we need you to be healthy and operating at 100% to make that happen!

Confirm Your Activity: Please be sure to confirm with the volunteer coordinator that there is still a need for volunteers before heading to the studio. You can send a quick email to volunteers@theparade.org to confirm.

If You Have Traveled Recently: Please do not volunteer if you have traveled abroad or to any impacted "hot bed" area in the United States within 14 days.

WHILE VOLUNTEERING

Please Wear a Mask! Masks are required for volunteering. We will have masks onsite. However, if you have a fabric mask or scarf on hand, please bring it with you, which will allow us to conserve those resources.

Ah-Choo! If you sneeze or cough, do so only into your arm.

Scrub-A-Dub! Practice cleanliness and disinfect volunteer area's surfaces regularly. Wash your hands before, during, and after volunteering. You can use hand sanitizer if soap and water are not readily available.

Please Social Distance Be sure to keep a distance of at least 2 meters (6.6 feet) between yourself and others.

AFTER VOLUNTEERING

Keep us informed!

- If you are not feeling well within a few days after volunteering, please update your volunteer coordinator immediately.
- After volunteering, send the volunteer coordinator an email and let us know how everything went. Share any thoughts and ideas you have, and if anything, out of the ordinary or worth noting transpired.

Thanks for donating your time and talents. We cannot do what we do without YOU! These are challenging times, and we appreciate your understanding and support. Thank you for helping us continue to bring smiles to Metro Detroiters. We will get through this together!