

Volunteer Policy

While there is no work requirement at the Ypsi Food Co-op, you can share much more fully in the community and energies of the Co-op through volunteering. Volunteers were traditionally the backbone and foundation of the Co-op, handling everything to do with running the store from cheese cutting, purchasing produce at Eastern Market in Detroit and cashiering. Committees of volunteers created our by-laws and policies, set up procedures of how our business would look and did everything possible to make our store run. Over the years, volunteerism has waned, and our staff positions have been filled by paid staff as we have become a larger business. Today, our staff is made up of part-time and full-time employees who are paid at least minimum wage. The Co-op pays required taxes for unemployment, worker's comp and social security. Currently we have about 27 employees, working about 27,500 hours a year, or 525 per week.

Volunteers still make a vital contribution to the smooth operation of our Co-op though. Approximately 100 members volunteer over the course of the year. While we allow walk-in volunteers who find that they have time to contribute, the ability to do so is dependent on work needing to be done. We also encourage regular volunteering and we have a variety of opportunities for doing so.

Volunteers receive a 12 % discount for 1 week for each 2 hours worked. A volunteer working a lesser amount would receive their discount once they have accrued 2 hours. In addition, you get the satisfaction of working with others in our community on projects of common interest and foster a spirit of co-operation among all. Discounts do not apply to sale items, non-discountable items such as dairy, beer and wine, or special orders. Discounts begin the Monday after the volunteer submits their timesheet with hours worked. Time worked should be recorded on the volunteer work tracking binder or on a volunteer sheet provided by the Co-op. Hours may be accumulated so if you work more than 2 hours in a week, the discount can be carried forward.

If the volunteer goes on vacation or is out of town for an entire week or more, for which a discount would be earned, they may extend their discount for the number of weeks they were absent. We would appreciate knowing ahead of time when members can volunteer, either prescheduled or with a call ahead. We would also appreciate knowing if you will be unavailable for a time scheduled. The discount and time commitment are per person.



**YPSILANTI
FOOD CO-OP**

Volunteer Manual

Current Needs & Opportunities

Your Help is Needed!

There are lots of ways to help the Co-op run well. When you volunteer, you get the satisfaction of working with others in our community on projects of common interest and foster a spirit of cooperation among all. Volunteers earn a grocery discount! Plus, you can earn time bank **hOurs** when you volunteer at YFC (see left).

Please talk to the manager if you are interested in volunteering.

Here are some current needs where you can help:

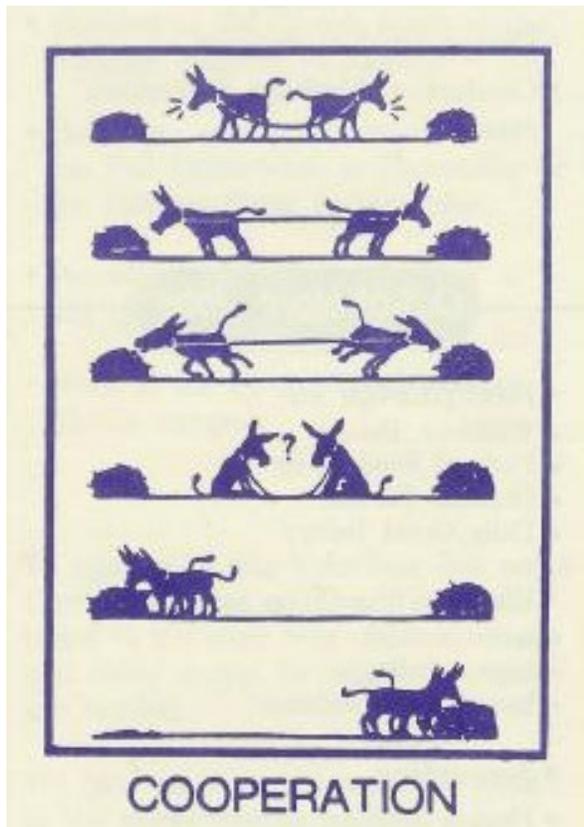
- **Information Tables** — Staffing information tables at the Homegrown Festival, Sat evening 9/12/15 6pm-10pm, or at other special events
- **Farmers Market booth** — 2 to 4 hour shift on Saturday mornings
- **Minute-taker** — needed to assist at Board meetings on 3rd Tues of each month for about 3 hours
- **Produce and stocking** — general work in the store 2 to 4 hour shift on Wednesday mornings

Ongoing Needs:

- Carpentry and shelf building
- Professional Services such as legal or accounting services
- Help organizing field trips to local vendors and farms
- Volunteer beekeeping with the Local Honey Project
- Gardening around the store and in the Honeybee Alley
- Assisting with inventory, special projects, cleaning, etc.

You may download the Volunteer Application Form from the website and fill it out to have ready when you speak to the manager. You can also pick up a hard copy in the store.

Thanks for your interest in volunteering with Your Co-op!



Volunteers are eligible to earn hours from **hOur Exchange Ypsilanti** (hEY) that you can spend with other members of our local time bank. Every exchange is based on time. Members earn and spend hours, with every hour equal regardless of the service. Find out more at <http://hourexchangeypsi.org/> or call (734) 480-8083.

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