



AFAC is a community-based non-profit that provides supplemental groceries to our Arlington neighbors in need.

Community Service Hour Guidelines at AFAC

Updated 08-07-2024

AFAC accepts a limited number of court-ordered or lawyer recommended volunteers. We can only accept volunteers with non-violent and non-larceny offenses. We will ask to see a copy of the summons.

All volunteers wishing to have their hours verified by a court must fill out a court related application in advance of service. Email Danielle Rampton at volunteer@afac.org to discuss your charge and set a schedule. Community service volunteers must work under the supervision of a staff member and may only schedule shifts through a staff member in the volunteer department. If you do not set a schedule through a staff member in the Volunteer Department, we will not be able to credit you for your time.

If you are under 18, please have a parent or guardian fill out a [minor hold harmless form](#) before you start your hours at AFAC.

Scheduling

After approval into the program, a schedule will be set for you to complete your hours at AFAC. Our warehouse has limited space, so the schedule is based on the number of volunteers we are already expecting. Based on availability, hours can be earned between 7:30am – 4:30pm Monday through Friday, 7:00am – 1:00pm Saturday, and 5:30-7:30pm on Tuesdays and Thursday evenings. We typically only schedule volunteers for 40 hours of service. If you require more, we will consider it ONLY after assessing your performance, if there is space, and if you still have time prior to your deadline. We fill up usually two weeks in advance for weekday service hours and up to two months in advance for our Saturday and evening shifts. Do not wait until the last minute.

Duties

While at AFAC, you may be asked to do several things in our warehouse: help out with our distribution, sort donations, sweep/mop the floors, break down cardboard boxes, assist with loading and unloading from vehicles, etc. You may also be asked to go offsite with one of our staff drivers to help with food pickups or drop offs. If you have a physical limitation, please let us know.

Completion of Community Service

You will receive a letter on AFAC letterhead and a timesheet documenting your hours. You will receive this letter on your last day of service and/or within two business days if your last day is during the evening/Saturday. We can email this to you.