



## Public Television 19 - KCPT & 90.9 The Bridge

### Volunteer Program Code of Conduct

Thank you for your commitment to KCPT and/or 90.9 The Bridge. Our programming and initiatives serve a vital role in the Kansas City community and require the support of a strong and dedicated team of volunteers. As a representative of the station, you are expected to conduct yourself in a professional manner at all times. If you are unsure of the proper response to a question from a community member, please refer them to a station employee.

Below is an outline of a basic code of conduct very similar to what is expected of a station employee. These are standard expectations. Individual programs may have additional requirements which may be added or revised over time. If you have questions or concerns regarding the volunteer program, interaction with staff or other volunteers, assignments or tasks, please speak with the Manager of Volunteers and Events.

The following are basic expectations and requirements for volunteers:

- Knowledge of and passion for the stations' programming and mission.
- Understand our public media funding model and be able to answer general questions about membership.
- Demonstrate good judgement regarding personal hygiene and attire for the assigned duty.
- Interact with other volunteers, staff and the public in a kind and respectful manner.
- Reliably communicate with the Manager of Volunteers and Events and any project reporting manager.
- Use SignUp.com to schedule shifts.
- Availability during the assigned work hours of the individual program of your interest.
- Ability to lift and carry materials weighing at least 20lbs.
- Commit to a minimum of (20) hours per year to maintain active status. Hours are calculated on the stations' fiscal year, July 1 - June 30.