

Volunteer Day Program – Request Form

Supporting our community is a high priority for Goodwill of Central and Northern Arizona and Goodwill Industries of Monocacy Valley (collectively, the “Company”).

All Team Members with at least six months of employment may request one paid Volunteer Day per calendar year. Team Members must use this day for qualified volunteer opportunities. Examples of qualified volunteer opportunities include, but are not limited to: volunteering with nonprofit organizations, charities, philanthropic groups, community service, community development, and participating in Diversity, Equity & Inclusion (DEI) events sponsored by the Company. Full-time Team Members are eligible for one 8-hour Volunteer Day per calendar year. Part-time Team Members are eligible for one 4-hour Volunteer Day per calendar year.

Please describe activity to be done for a charitable organization or school activity you are volunteering for:

Date of volunteer work: _____

Please submit supporting documentation from the charitable organization or school indicating your name and the date you completed the volunteer work with your approved Request Form to HR Services at HRSupport@goodwillaz.org. The Request must be approved by the Team Member’s Department Director or Store Manager.

Team Member name (print): _____

Team Member name (signature): _____ Date: _____

Store number or department name: _____

Dept. Director or Manager name (print): _____

Dept. Director or Manager name (signature): _____ Date: _____

The provisions of the Volunteer Day Program may be subject to change at any time.