



Guidelines for AmeriCorps Seniors Volunteers

AmeriCorps Seniors RSVP is a partner of AmeriCorps, the federal agency connecting individuals to service to tackle the nation's most pressing challenges. We are sponsored in New York City by the Community Service Society of New York (CSS), an organization dedicated to building an equitable New York.

To enroll as an AmeriCorps Seniors Volunteer, you **must be 55 years of age or older**. **This program is available to all, without discrimination on the basis of race, color, sex, sexual orientation, pregnancy, religion, age, national origin, genetic information, disability, military status, familial status, political affiliation, or any other characteristic protected by law.** Reasonable accommodations are available upon request. AmeriCorps Seniors volunteers are not considered employees of AmeriCorps Seniors, CSS, the organization where they serve, or the federal government, and agree to serve without compensation.

Please keep this document for your records.

Prohibited Activities

Due to federal grant guidelines, AmeriCorps Seniors volunteers cannot perform the following as part of their AmeriCorps Seniors RSVP service, even if only temporary:

1. Give religious instruction, conduct worship services, or engage in proselytizing. Volunteers may, however, serve in faith-based organizations serving communities.
2. Assist with electoral activities, voter registration, transportation to the polls, or try to influence legislation.
3. Engage in activities that displace paid workers.
4. Accept money or donations from their service recipients or their relatives and friends.
5. Provide abortion services or referrals for receipt of such services.

Volunteer Conduct

1. While serving as a volunteer, you must refrain from using alcohol or illegal drugs.
2. Respect all those you serve regardless of race, color, national origin, disability, age, formal education, experience, religion, sexual orientation, gender identity or expression, genetic information, political affiliation, marital or parental status, military service, or English proficiency. Discrimination in any form will not be tolerated.
3. All AmeriCorps Seniors volunteers are encouraged to be advocates for the program, however, cannot represent themselves as an AmeriCorps Seniors spokesperson, unless authorized to do so.
4. Respect the confidentiality of your service organization, the people served, and other staff and volunteers. This includes safeguarding passwords or information granted to you.



The following scenarios are designed to help you understand how the Prohibited Activities could impact you while you serve.

Scenario 1: Your station, Nourish Food Pantry, has a voter registration drive. You serve in the food pantry one day per week. When you arrive for your volunteer shift, your site supervisor asks you to support the voter registration table instead. **This is a prohibited activity.** You cannot support voter registration while serving in your AmeriCorps Seniors capacity.

Scenario 2: Your station, Community Concerns Center, has a budget shortfall. As they decide where to make budget cuts, they wonder if you, their clerical volunteer, would be willing to take over the duties of the Administrative Assistant if they lay him off. **This is a prohibited activity.** You cannot displace a paid worker while serving as an AmeriCorps Seniors volunteer.

Scenario 3: You serve as a tutor in the Read to Lead afterschool program. The grandfather of a student that you tutor offers to give you a monetary tip to thank you for helping his granddaughter. **This is a prohibited activity.** You cannot take money while serving as an AmeriCorps Seniors volunteer.

Scenario 4: Your site, Big Apple Senior Center, is organizing transportation for the upcoming election. When you show up for your friendly caller volunteer shift, your site supervisor asks if you can drive senior center members to the polls instead of conducting your usual volunteer duties. **This is a prohibited activity.** You cannot transport people to the polls while serving as an AmeriCorps Seniors volunteer.

**If you have any questions regarding these guidelines, please contact
AmeriCorps Seniors at (212) 674-RSVP (7787) or
email us at connectwithrsvp@cssny.org.**

While unlikely to occur, volunteers are expected to bring any problem, which is beyond the scope of their ability, to the attention of their volunteer supervisor. Failure to comply with the terms outlined in this document will result in the release from volunteer service with AmeriCorps Seniors RSVP.

Thank you for enrolling with AmeriCorps Seniors RSVP.