

**BREAKING BREAD,  
BREAKING BARRIERS**



**PROVIDING MEALS  
THAT NOURISH  
AND ENCOURAGE  
THE HOMELESS**

# Volunteer Information

**HOMELESS**  
**COALITION** palm beach county

*The Homeless Coalition working in partnership with the Senator Philip D. Lewis Center*

**Homeless Coalition of Palm Beach County  
Breaking Bread - Breaking Barriers Campaign at  
the Senator Philip D. Lewis Center**

For the first time, Palm Beach County has a single entry point location to connect homeless individuals to housing. From the time a guest enters the front door at the Senator Philip D. Lewis Center, they receive a diverse offering of quality services and referrals with the specific goal of restoring each homeless individual to a self-sufficient and productive lifestyle. Since its opening on July 02, 2012 the provider agencies collaborating at the center have assisted more than 28,000 men, women and children in their efforts to end homelessness. To learn more, please visit us at <http://www.HomelessCoalitionPBC.org>

**You are making a difference** in ending homelessness by sponsoring and/or serving a commercially prepared meal to the resident guests of the Senator Philip D. Lewis Center. Your support plays a key role in our success! Breaking Bread, Breaking Barriers has provided 12,040 meals for the 70 homeless men and women who have stayed at the Senator Philip D. Lewis Center during 2015.

**Please note:** Volunteers must be 18 years or older unless special permission is given by The Lewis Center. If such a permit is granted, volunteers 16 to 18 years old must be accompanied by a parent or other authorized adult.

Volunteers are needed to greet resident guests, serve and clean-up after a prepared meal and beverage. Volunteers are encouraged to interact in a positive and supportive way.

**Before volunteering, we must have on file for all our volunteers:**

- Formal volunteer application with the Homeless Coalition of Palm Beach County
- Signed Confidentiality Agreement
- Signed Statement of PR Release

Volunteers are required to sign in on the attendance sheet provided at the work area. (Note: This is in addition to the sign-in with security at the front desk)

**Location:** 1000 45th Street; West Palm Beach FL 33407

Follow this link for directions:

<https://www.google.com/maps/dir//senator+philip+d.+lewis+center/data=!4m5!4m4!1m0!1m2!1m1!1s0x88d8d5c7900ada33:0x98410a45ed924011?sa=X&ved=0ahUKEwi3IJ6zhPrLAhXG7R4KHV5UAO0Q9RclfDAL>

**Meal times:** (Monday through Sunday, for holidays a different schedule may be announced)

Dinner: 6:00 PM to 7:00 PM

Lunch: 11:30 AM to 12:30 PM

Breakfast: 6:30 AM to 7:30 AM

Volunteers are expected to check in with security 45 minutes before actual meal time. This provides for ample time to sign in and prepare for serving.

### **Check-In Procedure:**

- Park and lock your vehicle
- Do not keep items of value in your car
- Follow signs to Main Entrance
- Identify yourself as a KITCHEN VOLUNTEER
- Follow their instructions to sign-in
- Staff will make sure you get to the right place

### **Contact Information:**

Uwe Naujak, Homeless Coalition Palm Beach County Resource Coordinator  
e-mail: [unaujak@pbcgov.org](mailto:unaujak@pbcgov.org) Phone: (561) 904-7937) and/or  
Front Desk Senator Philip D. Lewis Center (561) 904-7900

While volunteering, please keep the following in mind:

### **Attire**

Please note that proper attire is required of all Volunteers. This includes

- No short shorts
- No spaghetti straps or tank tops
- No pants on the ground
- No underwear displayed
- No bathing suits
- All shoes will be close toed (no flip-flops or sandals)
- Dress comfortably prepared to lift and bend without inappropriate exposure
- Clothing must not display inappropriate symbols or language

### **Behavior**

Please

- Welcome all resident guests with a warm smile
- Give words of encouragement and hope
- Be a compassionate well-wisher
- Be quick to listen and slow to speak
- Do not attempt to solve or analyze resident guest issues
- Upon completion of your assignment, take time to visit with resident guests

- Refrain from off-color language or jokes and inappropriate topics
- No evangelizing or preaching
- A Volunteer's Mission is to serve the food needs of the Lewis Center resident guests
- Do not participate in any negative conversations
- Be positive and encouraging
- Anyone speaking or acting negatively about the Center or resident guests will be asked to leave the premises.

## **Fraternization**

The following are examples of inappropriate and unauthorized behavior

- Interacting for personal reasons or socializing with resident guests when a volunteer is off duty
- Any romantic or sexual relationships or attempted relationships between a Volunteer and a resident guest. This includes cohabitation with a resident guest
- Transporting or allowing resident guests in your personal vehicle
- Engaging in unauthorized transactions with Resident guests including borrowing, lending, giving or receiving money or anything of value. This includes leasing or subleasing housing to a resident guest.

On behalf of our resident guests at the Senator Philip D. Lewis Center, we express our deep gratitude for your generosity and volunteering. Together we are making a difference to end homelessness in our community. Thank you for your continued support.

*U. Naujak*

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