

Shift Procedures

Before, during, and after-shift procedures for volunteers.

- [Before Your Shift](#)
- [After Your Shift](#)

Before Your Shift

List the required pre-shift checks here.

- Confirm assignment
- Review active notices
- Check escalation contacts
- Verify required tools are available

After Your Shift

Document closeout expectations for every volunteer shift.

- Log incidents
- Hand off unresolved issues
- Update records
- Notify staff if anything urgent remains open