



Neighborhood House Volunteer Vaccination Policy

As of October 18, 2021, Neighborhood House will only allow individuals to volunteer in-person if they are fully vaccinated and have provided proof of vaccination.

We are making this a requirement because Neighborhood House feels strongly in our own obligation to protect our staff, our clients and the public at large. Furthermore, Neighborhood House contracts with Multnomah County, and they require contractors to be fully vaccinated. We are complying and adhering to this county mandate.

Because of these changes, it is essential that all volunteers be vaccinated until the CDC eliminates the mask and social distancing mandates for those who are unvaccinated. See the information below for more details on our updated policies.

Fully Vaccinated Volunteers

- All in-person volunteers must be fully vaccinated. Anyone who is eligible for the vaccine who volunteers with Neighborhood House should submit proof of vaccination.

Unvaccinated Volunteers

- We understand the many reasons why some cannot be or have chosen not to be vaccinated. If you are not fully vaccinated, we kindly ask you to cancel any upcoming shifts, and we look forward to having you back as soon as your vaccination is complete. If you do not plan to become vaccinated, we want to thank you for everything you do for Neighborhood House, and we look forward to having you back as soon as the CDC guidance regarding masks and social distancing for unvaccinated people changes.

Proof of Vaccination & Logistics

- Volunteers can submit their proof of vaccination using the directions below. Remember, you are fully vaccinated two weeks after receiving a second dose of the Moderna or Pfizer vaccines or one dose of the Johnson & Johnson vaccine.

Volunteers can submit their proof of vaccination to Katie Janovec, Volunteer Coordinator. Your information will be kept confidential. Tracking will be managed by our Volunteer Coordinator and storage will be managed by our Human Resources department. Please do not copy any other department when submitting your proof of vaccination.

There are three ways you can submit this documentation; please choose one.

- Email a copy of your vaccination card to volunteer@nhpdx.org (one suggestion is to take a picture of your card on your cell phone and then email it);

- Mail a copy of your vaccination card to Neighborhood House 7780 SW Capitol Hwy. Portland Oregon 97219, ATTN: Katie Janovec;
- Bring your vaccination card to the Front Office, where we will make a copy for you and provide the copy to Human Resources on your behalf.

Vaccinated Youth Volunteers

- Youth aged 12 and older volunteering at Neighborhood House are required to be vaccinated and submit proof using the same directions listed above.

Vaccinated Volunteers and Staff

- All staff and volunteers are required to wear masks while working indoors regardless of their vaccination status.

If you have any questions, please contact:

Katie Janovec
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