



Community Service Work Site Program



P O Box 20479 Newark, NJ 07101
Telephone: (973)531-STAR
northstardallascowboysfanclub@gmail.com
www.nsdafc.wix.com/nsdafc

Dear Volunteer,

On behalf of North Star Dallas Cowboys Fan Club, I want to express our great appreciation for your interest in volunteering your time and efforts. We hope you gained personal satisfaction not only in making strides toward our goals but by also strengthening the community.

We are community centered and have a lasting effect on the lives we touch by supporting change and strengthening our communities. We know that both personal and social change comes from not only working together but bringing people together. Our family is made up of individuals who have timeless sacrifices to connect people, bridge the gaps in community needs, and improve the quality of life.

North Star | Work Site Program is a 100-hour program that promotes volunteerism and social responsibility by allowing individuals to pay their debt to society through community service. This guide covers our program eligibility requirements, policies, as well as your responsibilities and rights as a program participant. Please read this guide carefully and keep it for future reference.

Should you have any questions about this guide or our program, please do not hesitate to contact us directly at (973)531-STAR.

We wish you great success in completion of the program.

Best regards,

A handwritten signature in black ink, appearing to read 'Sakinah Lewis'.

Sakinah Lewis, President
North Star Dallas Cowboys Fan Club

Program Requirements

- Clients who are 18 years old or older, must pay a \$50 intake fee. This can be done online via debit or credit card or money order.
- Clients must contact the program coordinator at (973)531-7827 to set up an assignment schedule.
- It is the client's responsibility to obtain transportation to and from the worksite.
- The use of drugs and/or alcohol or arriving at a worksite under the influence of drugs and/or alcohol will result in immediate termination from the program.
- To register for North Star | CS Work Site please complete the registration form. You will need to list the name of the court, the name of the judge (or probation officer) that presides over your case, list offenses (if applicable). You must provide a valid email or phone number to register on-line.
- After receiving registration and payment (if 18 or older), the program coordinator will contact you with information regarding your assignment schedule.

Program Rules

- Arrive on time;
- Obey the site supervisor;
- Not leave the worksite without permission;
- Not carry any sort of weapon;
- Not deliberately destroy or deface any tools or property;
- Never accept any tips or cash from anyone in association with the program or services;
- Wear appropriate clothing

Please note: Failure to follow any of the program rules or requirements will result in a release, and communication will be issued.

Program Release

- Insubordination (refusal to follow supervisor's instructions),
- Endangering health, or safety of your own, or others
- Excessive absence from scheduled service without notice,
- Theft, vandalism, or willful destruction property,
- Any violation of the Alcohol and Drug Policy,
- Any other infraction when dismissal is determined to be in the best interest of the North Star DCFC organization CS Work Site Program.

Program Resignation

- If you want to resign from the program, you should notify your reporting supervisor. Failure to provide notice will be recorded and may constitute grounds for permanent program expulsion.

Program Disqualifiers

- Providing false information
- Offenses and convictions, including, but are not limited to:
 - Murder
 - Homicide
 - Manslaughter
 - Sexual battery
 - Rape
 - Child abuse

Alcohol and Drugs

- North Star | CS Work Site Program is committed to a safe working environment and to making adequate provisions for the safety and health of its program participants.
- Program participants must not manufacture, distribute, dispense, possess, or use illegal drugs or drug paraphernalia, nor be under the influence of such drugs while performing community service.
- Program participants must not be under any degree of intoxication or odor from alcohol, or possess open alcoholic beverage containers while on duty, or on program property.
- Prescription Drug can be taken at recommended level of your prescribing physician only. You must not use or take prescription drugs above the level recommended and or for purposes other than they are intended.



CS Work Site Program Hours Verification

Volunteer Name	
Address	

Date of Service	Time In	Time Out	Hours	Assignment
Lunch/Break Hours				
Completed Hours (Total)				

Reporting Supervisor	
Signature	
Date	