

Community Volunteer Policy

Effective March 12, 2019

Bassetti Architects is committed to demonstrating the nature and extent of our community volunteer involvement. Community volunteering by an organization is an investment in its community and its people. Volunteering provides valuable community services and strengthens a community in many ways such as supporting families, improving schools, supporting youth, and beautifying the community. Community volunteering is an important measure of the civic health of a community, a state, and a nation.

Bassetti Architects sets aside a minimum of 10% of each employee's annual paid time for non-billable activities including continuing education and community involvement, with larger allotments budgeted on an individual basis. We expect and encourage employees to use at least 16 hours of this paid time for volunteering with community and professional organizations that directly relate to our office mission such as ACE Mentoring or Techbridge or one of the many school district foundations. The volunteering opportunities must be approved by the Principals.

Each year, Bassetti Architects will organize one or more coordinated volunteer activities for the entire firm. The 16 hours budgeted are meant to represent a target of office hours (within normal business hours) that could be used for volunteering, and do not include evening or weekend activities. The maximum number of volunteer hours spent is up to each employee but it should not impact your ability to complete your workload, and/or impact your availability or your billable hours target for each year.