

**BERKS COUNTY ADULT PROBATION/PAROLE DEPARTMENT
COMMUNITY SERVICE PROGRAM
633 Court Street, 7th floor
Reading, PA 19601
610-478-3400**

**Please call 610-478-3400 Ext: 5472 for updates on cancellation of
community service crews due to inclement weather**

Museum Crew

Reading Public Museum
500 Museum Road
West Reading, PA 19609
Greenhouse (behind Planetarium)
Crew Leader: Jeremy Missimer
*Friday and Saturday Report to the back
door of the museum by 8AM.

Days/Time:

Monday - Saturday
7:30am-3:30pm 8 hrs
or
Half days
Monday - Saturday
7:30am-11:30am 4hrs
11:30am-3:30pm 4hrs

Aulenbach's Cemetery Location

Aulenbach's Cemetery
2050 Howard Blvd
Reading, PA 19606

I understand that I have been assigned to one of the above listed crews on the above listed dates. I understand that I am expected to conduct myself in a safe and professional manner. I understand that failure to comply with the assigned community service may jeopardize the status of my related legal case. I understand that Staff can dismiss me at their own discretion or for violating the following rules:

-I must report on time.

-I must wear full length pants. (no shorts, skirts, flood pants, or dresses)

-I must wear closed toed shoes, sneakers, or boots (no sandals, flip-flops, high heels, or slippers)

-I may not use my cellphone during work hours

I understand that I am responsible for my own meals; I can pack a lunch or bring money to purchase a meal. I understand that I am not guaranteed to work indoors and that I must dress according to the weather. I understand that I am responsible to notify Staff if I feel the work assigned to me is jeopardizing my health or wellbeing. I understand that I may not report to a crew site without previously being scheduled and approved by my community service officer.

Your Scheduled Date/Times and Location of Community Service:

***Contact 610-478-3400 x5480 to cancel or reschedule your time**