



RAY & JOAN
KROC
CORPS COMMUNITY CENTER
GRAND RAPIDS, MI

LYNDON BUCKINGHAM
General

EVIE DIAZ
Territorial Commander

STEVEN J. MERRITT
Divisional Commander

TIMOTHY P. MEYER
Area Commander

MAJOR CAROL HUFFMAN
Senior Kroc Officer

LIEUTENANT JACK HUFFMAN
Kroc Officer for Congregational Life
and Mission Integration

Salvation Army Grand Rapids Kroc Center

Kroc Krew Dress Code

Updated February 2024

To always maintain a professional and positive image, the Kroc Center requires all employees to dress in a manner that is neat, clean, and appropriate to the working environment.

In keeping with our customer service key of Appearance, please remember that the way you present yourself is a representation of the Kroc Center and The Salvation Army. This goes beyond just clothing to include your body language, tone of voice, and much more.

General Guidelines

- Kroc-branded or unbranded headwear may only be worn by kitchen staff and those working outside. Head coverings that are required for religious or cultural purposes may be allowed with Director approval.
- Body piercings and tattoos that are inappropriate for a family setting, or that could cause injury, may need to be covered.
- Name tags are to be worn at all times, except in areas where they may pose a safety risk.
- In cold weather, Kroc fleece jackets may be worn over your uniform, or long sleeve shirts (plain black or white sleeves) can be worn under your uniform.
- Any extreme in accessory or fragrance (including body odor, cigarette smoke, etc.) is not permitted.
- Clothing should not be overly tight or revealing, and should not display words or logos that may detract from the mission of The Salvation Army.

Floor Staff

Attendants should be wearing a Kroc Center branded and approved top, with khaki, black, gray, or navy pants or shorts. Pants/shorts must be a solid color. Closed-toe athletic shoes (or sandals/flip-flops in the aquatics center) should be neat and clean.

Instructors

Uniform requirements for instructors are determined by each department. In general, instructors should wear a Kroc-issued top (tank top, swim shirt) and solid color black, gray or navy or khaki pants/shorts. Closed-toe athletic shoes (or sandals/flip-flops in the aquatics center) should be neat and clean.

Administrative/Office Staff

Administrative staff should be dressing in business casual attire. Business casual can be difficult to navigate, particularly in the summer months. A good rule of thumb is that if you are coming to work



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In something that you might wear to the beach or a nightclub, you should probably change. Here are some general guidelines:

- Dress to the task – Requirements will vary based on duties and assignments, such as outdoor special events, cleaning, or other activities. Employees should remember the Appearance key whenever they will be interacting with guests.
- Pants – Pants cannot be denim in material except on Fridays. Leggings must be worn with a shirt that covers the waist, and need to be of quality material that cannot be seen through or be mistaken for tights. Athletic pants may be worn by Fitness, Pool, and Gymnasium managers and supervisors.
- Shirts – No spaghetti strap tank tops, halter tops, crop tops or strapless tops. T-shirts cannot have logos or words on them unless it is Salvation Army apparel.
- Skirts – Must be fingertip length. No denim.
- Dresses – Must be fingertip length. No strapless, halter, or spaghetti strap tops.
- Shorts – Must be fingertip length and not athletic shorts (except as appropriate per other guidelines).
- Shoes – No rubber flip flops; closed-toe shoes are preferred, and should be clean and neat.
- No clothing with rips or holes.