



## MOTIVATION FOR VOLUNTEERING

Why do you want to volunteer? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Is this required? \_\_\_\_\_  
If Yes, for whom: school \_\_\_\_\_ church \_\_\_\_\_ court \_\_\_\_\_ other \_\_\_\_\_  
# of hours required: \_\_\_\_\_  
Completion date required: \_\_\_\_\_

## INTERESTS / SKILLS / HOBBIES

Please indicate your interests skills and hobbies: \_\_\_\_\_  
\_\_\_\_\_  
Previous experience with  
hospitals: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## COMMITMENT

To ensure that you derive the maximum benefits from your volunteer service, the Volunteer Services Department requires that all volunteers give a minimum commitment of **50 HOURS per calendar year**. More information about this commitment will be given at your information meeting.

School year student assignments are after school one day per week from 3pm-5pm. Summer program assignments are 1-2 days per week, each assignment being 3 hours. Students are **not** assigned to volunteer evening or weekend volunteer shifts.

**Please initial here to confirm that you understand this commitment:** \_\_\_\_\_  
Sampling of the departments our students volunteer in include: Gift Shop, Surgical Day Care, Information Desk Greeter, Human Resources, Radiology, Receiving, Interpreter Services, Mother/Baby. Our sites include (BH, AGH & Lahey Outpatient Center, Danvers). Assignments vary by location.

**Please email completed application to:**

**Janet F. Ward**

**janet.f.ward@lahey.org**

**Coordinator of Volunteer Services**

**Beverly Hospital, Addison Gilbert Hospital, Lahey Outpatient - Danvers**

**85 Herrick Street, Beverly, Ma. 01915**

**978-816-2307**

## PERSONAL REFERENCES

**Please provide two contacts for references.**

We will reach out to them via email for reference information.

One of these references must be from **your school's guidance department.**

Other suitable references are: teachers, neighbors, employers, family friends, priests/pastors etc.

***Please Note: You may not use relatives as references.***

### **Guidance Counselor Reference # 1:**

Name:

Reference email:

Reference Contact #:

Reference Address:

### **Personal Reference #2:**

Name:

Reference email:

Reference Contact #:

Reference Address:

## STATEMENT OF UNDERSTANDING

-I affirm that the information provided on this application is true and complete.

-I understand if I am accepted, active volunteer status is contingent upon compliance with hospital policies and procedures and a mandatory health screening.

-I understand the Volunteer Services Department reserves the right to terminate my service as a volunteer.

-I understand I will **not** be compensated monetarily by the hospital for my volunteer services.

-I authorize the hospital to make any inquiries to determine my suitability for volunteering.

**Your Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

***For volunteers under age 18 the signature of a parent/guardian is required.***

**Parent/Guardian**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

For Office Use Only:

Information Meeting:\_\_\_\_\_

Assignment:\_\_\_\_\_

References Sent:\_\_\_\_\_

Day:\_\_\_\_\_

References Received:\_\_\_\_\_

Time:\_\_\_\_\_

Orientation:\_\_\_\_\_

Start Date:\_\_\_\_\_

Immunization Info Received: \_\_\_\_\_

Employee Health Scheduled: \_\_\_\_\_

Employee Health Clearance: \_\_\_\_\_

Kronos#:\_\_\_\_\_

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For Office Use Only:

**COMMENTS:**