



# **V O L U N T E E R**

Isabel's House Volunteer Program Overview & Requirements

# ISABEL'S HOUSE

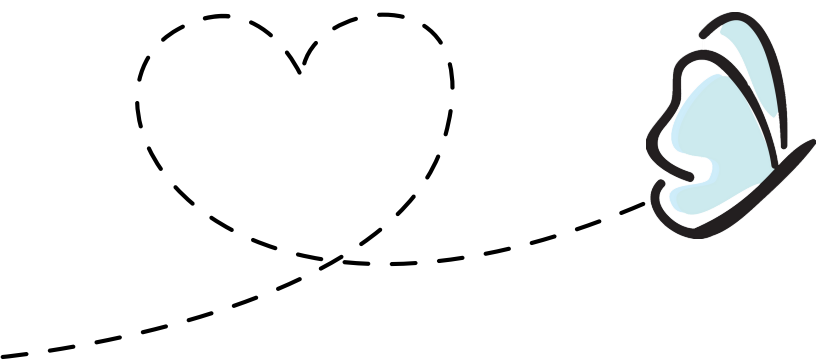
## VOLUNTEER PROGRAM REQUIREMENTS

### **ALL INDIVIDUAL ISABEL'S HOUSE VOLUNTEERS MUST:**

1. Submit a formal volunteer application using the link: <http://bit.ly/3Em4dbg>.
2. Schedule and participate in a phone interview to determine volunteer eligibility.
3. Complete additional paperwork, including:
  - a. Three non-relative character references
  - b. Missouri Family Care Safety Registry (FCSR) Registration and Screening Release.
  - c. Missouri Department of Social Services Background Check Application.
4. Read and sign the following documents:
  - a. Privacy Act Statement Policy
  - b. Statement of Confidentiality
  - c. Discipline and Behavioral Management of Children
  - d. Volunteer Acknowledgment Form
  - e. Child Abuse and Neglect Reporting Policy and Procedure
  - f. Computer, Internet, and Email Policy
5. Complete online Volunteer Training on Canvas.
  - a. Link and training checklist will be provided after the phone interview.

### **ALL ISABEL'S HOUSE GROUP VOLUNTEERS MUST:**

1. Submit a formal inquiry by using the link: <https://bit.ly/IH-group-volunteers>, selecting "Create a Team" and filling out their group's information.
2. Communicate via email with a member of the Volunteer Program staff ([volunteer@isabelshouse.org](mailto:volunteer@isabelshouse.org)) to provide more in-depth information about group size, ages of group members, interests, etc.
3. All members must fill out a volunteer application using the link: <http://bit.ly/3Em4dbg> and submit additional paperwork to include:
  - a. Signed copies of the Statement of Confidentiality.
  - b. Missouri Family Care and Safety Registration and Screening Release.



# ISABEL'S HOUSE

## VOLUNTEER PROGRAM FAQs

**SCREENING:** All individual and group volunteers are required to complete a MO Family Care Safety Registry (FCSR) Registration and Screening Release.

**MINIMUM AGE:** Due to the nature of our work with children and families in crisis, Isabel's House requests the minimum age to volunteer on site as 18 years or older.

**SERVICE HOURS:** We welcome "Service Learning" and "Community Service" volunteers, but Isabel's House is not a suitable site for short-term individual volunteering. We are currently only accepting applications that have at least 40 hours to be fulfilled.

**COMMITMENT:** We are currently requesting a 6-month minimum commitment with at least two hours of weekly or bi-weekly service at our House.

**TRAINING REQUIREMENT:** We're licensed by the State of Missouri and our application requirements are bound by that license. We will guide you through the required paperwork and online training. We also require new volunteers to schedule a Tour of the House and/or our Administrative Office to get acquainted with Isabel's House.



# ISABEL'S HOUSE VOLUNTEER ROLES

## ONGOING ROLES

### GENERAL VOLUNTEER

Responsibilities vary based on current needs and time of day. We have opportunities to care directly for children, help with projects around the house, and assist with office work. We don't expect our volunteers to do anything they are not comfortable doing or do not want to do as long as they are making an impact. The following are examples of what our volunteers help with:

- Home Companion
- Fixer-Upper
- Kitchen Guru
- Office Helper
- Craft and Activity Preparer
- Laundry and Cleaning
- Sort Donations

## GROUP PROJECTS

**Group Projects** vary on a month-to-month and group-to-group basis and require communication with the Volunteer Program staff to coordinate available projects with groups.

## ADDITIONAL VOLUNTEER ROLES

### THERAPY VOLUNTEER

This includes music, art, play, and pet therapy services.

### EVENT/FUNDRAISER VOLUNTEER

This role includes volunteer at one of our events (Isabel's Gala, Go Blue, The Summer Party, Isabel's Tree, etc.) assisting with set-up, check-in, check-out, donations, greeting, tear-down, etc.

\*For each event, we have a committee that assists in planning and executing the event; please email [volunteer@isabelshouse.org](mailto:volunteer@isabelshouse.org) if interested in joining a committee.

**If you believe you may be the right person to develop or fill one of the positions listed above, please contact [volunteer@isabelshouse.org](mailto:volunteer@isabelshouse.org).**