

Dear Volunteer Applicant:

Thank you for your interest in volunteering at Stanford Hospital & Clinics.

If you fall between ages 14-18, please contact Auxiliary at 650.723.6636. If you are age 19 or older, to participate as a volunteer, we require a commitment of 3 to 4 hours per week for six months on a regularly scheduled basis. Current **orientation dates** are listed below.

As a potential volunteer, you will need to complete the process below in the order listed:

- 1) Attend a Hospital Orientation, at which you will receive an application packet and schedule your interview. During the orientation, you will receive a description of each available volunteer opportunity and its responsibilities. At the end of the orientation, you will sign up for the one of the scheduled group interviews. **Everyone is required to attend a hospital orientation before he or she can schedule an interview.**
- 2) Come to the interview on-time and bring your completed application packet.
 - a. Volunteer supervisor determines “good fit” and approves your placement in the program.
 - b. Determine a start date with your volunteer supervisor
- 3) Provide proof of negative TB test results within the last three months or submit to a free blood test with Occupational Health Services.
- 4) Complete online training modules (HealthStream). This must be completed prior to your start date.
- 5) Collect signed ID badge forms from Volunteer Resources and obtain badge from Photo ID.
- 6) Start volunteering.

Your commitment and time here at the Hospital greatly impact our community and Stanford Hospital & Clinics is looking for high-quality people to help serve the needs of our patients and their families and caregivers.

We screen all of our volunteers thoroughly. While becoming a volunteer at SHC can be a long process, we do everything we can to ensure that our volunteer programs work for the benefit of the patients and families of Stanford Hospital & Clinics.

Volunteers are placed as soon as possible in the available positions that meet your interests and skills. If there is not a position immediately available fitting your schedule or interests, your application will be put on file until we find a suitable match.

Volunteers are a vital part of Stanford Hospital & Clinics and we appreciate your interest in joining our team. Volunteering at the hospital does not grant or guarantee a future paid position. Please feel free to call us if you have any questions.

Sincerely,

Angela Cherene
Director, Volunteer Resources
650.723.7424

Volunteer Orientations

Come to one of the orientations listed below and find out how you can be a part of our team!

Information Sessions have been scheduled for the following dates:

Orientation Dates:	Time:	Location:
Thursday, December 4, 2008	2:30pm – 4:00pm	ASC Conference Rm. 3116
Wednesday, December 17, 2008	5:00pm – 6:30pm	ASC Conference Rm. 3116
Monday, January 5, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, January 26, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, February 9, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, February 23, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, March 9, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, March 23, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, April 6, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, April 20, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, May 4, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, May 18, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, June 1, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, June 15, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, June 29, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, July 13, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, July 27, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, August 10, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, August 24, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, September 14, 2009	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, September 28, 2008	5:00pm – 7:00pm	ASC Conference Rm. 3116
Monday, October 12, 2008	5:00pm – 7:00pm	ASC Conference Rm. 3116

Location of orientation: 875 Blake Wilbur Dr., Stanford, CA 9305

Please park at the Patient/Visitor Parking Lot and you will receive a parking pass at the orientation.

Directions to ASC Conference Room #3116: Enter the Stanford Advanced Medicine Center (Cancer Center) through the Ambulatory Surgery Center entrance; immediately turn left and head to the bank of elevators; take elevator up to the 3rd floor (ASC – Ambulatory Surgery Center); walk straight across the hallway towards the front desk; turn right; Conference Room #3116 will be on the left-hand side.

Email VolunteerResources@stanfordmed.org to confirm dates and your attendance.

Space is limited. You MUST register at least 24 hours before the start of the orientation. You will receive an e-mail confirming registration.