

ASK Wellness Society Volunteer Application

Dear Volunteer Applicant:

Thank you for applying to volunteer with the ASK Wellness Society. You will find many exciting opportunities for volunteers within the organization, and with your involvement and feedback, many more will be developed. As a volunteer for the ASK Wellness Society you will be joining a team of dedicated professionals and volunteers who provide awareness, education, advocacy and support to the community.

The ASK Wellness Society solely uses Volunteer Kamloops whenever there are any volunteer opportunities within the organization. We do not take any volunteer applications without going directly through Volunteer Kamloops. This ensures we do not have an excess of individuals coming in looking to volunteer for a variety of programs rather only having volunteers come to us for positions that are currently available. Although we use Volunteer Kamloops as a referral agency, it is up to the ASK Wellness Society program coordinator if the volunteer joins the team.

Please note the following is our Volunteer Process:

1. When the ASK Wellness Society has a volunteer opportunity available the Human Resources department will connect with Volunteer Kamloops and fill out the applicable forms and required information for the volunteer opportunity available within the organization. Volunteer Kamloops then posts the volunteer opportunity.
2. Community individuals go into Volunteer Kamloops and complete an interview to see what they are interested in. If they fit the description of the ASK Wellness Society needs and requirements for the position and if the individual is interested in volunteering with the ASK Wellness Society then they are directed to the RCMP to complete their Criminal Record Check.
3. Once you have received your criminal record check, then you come into the ASK Wellness Society and drop off your paperwork and say that you have been referred by Volunteer Kamloops.
4. The application package is then directed to the program coordinator and if there is an open availability, they will call you to bring in for an informal interview.

We are thankful for each of our volunteers and value the time and effort they give us on a daily basis.

If you have any questions please contact a member of the Human Resources Department at humanresources@askwellness.ca



Wellness Society

KAMLOOPS / MERRITT / PENTICTON

Streets → Homes → Health → Employment

Volunteer Profile

Name _____ Birthday _____

Address _____ Phone _____

Email _____ Cell _____

Emergency Contact _____ Phone _____

Occupation _____

Hobbies and Interests:

Why do you want to volunteer with the ASK Wellness Society?

Do you have any Special Training / Education / Certificates / other Languages?

Previous Volunteer Positions Held (ASK Wellness Society or any other)

When are you available?

Daytime _____ Special Events _____

If you are providing direct service to clients as part of your volunteer activities, a reference may be required. Please provide one personal reference:

Name: _____ Phone: _____

Relationship to you: _____

Thank you so much for Volunteering with the ASK Wellness Society!

VOLUNTEER STATEMENT OF CONFIDENTIALITY

As a volunteer for the ASK Wellness Society, I understand that some of my work will involve access to information or records that are considered confidential.

I acknowledge my responsibility to respect the confidence of staff, clients and other volunteers, to follow office procedures in order to protect privacy, and to act in a professional manner, both to my colleagues and the public.

I acknowledge my responsibility to consult with the Director of Culture and Operations if I am unsure about any aspect of disclosure of information.

I understand that if I am found acting indiscreet with confidential material or not protecting privacy of staff, clients, or other volunteers through my actions, I will be dismissed from my position immediately.

I understand this action to be necessary in order to maintain the high professional standards of the office and the integrity of the ASK Wellness Society.

Dated: _____

Signature of Volunteer

Witness

Print Name

Print Name

Volunteer Code of Conduct

The ASK Wellness Society is a community-based organization dedicated to providing services to all who walk through their doors. Any volunteer/peer involved in or assisting in any capacity with the ASK Wellness Society shall acknowledge that *the activities outlined below are strictly prohibited*:

- When acting in a peer capacity on behalf of the Agency disrespectful behaviour towards the ASK Wellness Society, staff, volunteer or client will not be tolerated (i.e., gossip etc.).
- Abusive language towards a staff member, volunteer, peer or client.
- Possession or use of alcoholic beverages or illegal drugs on ASK Wellness Society property, while volunteering or acting as a peer.
- Bringing into the ASK Wellness Society property dangerous or unauthorized materials such as explosives, firearms, weapons or other similar items.
- Discourtesy or rudeness to a peer, client, staff member or volunteer.
- Verbal, physical or visual harassment of a peer, client, staff member or volunteer.
- Actual or threatened violence toward any individual or group.
- Conduct endangering the life, safety, health or well-being of others.
- Failure to follow any agency policy or procedure.
- Bullying or taking unfair advantage of a client, peer or staff member.

I have read and I understand the ASK Wellness Society's Code of Conduct. I agree to abide by the rules described above and understand that I may be removed as a volunteer/peer if I violate any of these rules.

Dated: _____

Signature of Volunteer

Witness

Print Name

Print Name