

Office use only

Orientation Date _____

___ SCAN Policies

___ Confidentiality Policy

___ Universal Precautions Policy

___ Criminal History Record/Sex Offender Search

___ CPS Central Registry Search

___ Sworn Disclosure Statement

Greater Richmond SCAN (Stop Child Abuse Now) Volunteer Information Form

Please take a moment to complete our volunteer enrollment form and return it to:

Melissa Brooks, Volunteer Coordinator, by FAX to 804-646-0624 or email to volunteer@grscan.com.

general information

Name:

Address:

Home Phone:

Cell Phone:

Work Phone:

e-mail address:

Current Occupation/Employer:

How did you hear about SCAN?

___ I belong to a group that contributes volunteers and/or funds to organizations like SCAN
(please specify)

volunteer opportunities

I would be interested in volunteering for the following (check all that apply):

___ **Children's Groups:** Assisting with children along with a trained children's group facilitator.
(2 hours a week or every other week, usually evenings)

___ **Child Advocacy Center (CAC) Volunteer:** Assist in monitoring playroom activities and
administrative tasks. (4 hour shifts during the day or early evening at least twice a month)

___ **Circle Preschool Volunteer:** Help with one-to-one interaction with preschool children.
(2 - 3 hour shifts during the day or early evening once a week)

___ **Court Appointed Special Advocate:** Train to be the eyes and ears of the judge and the voice for an
abused and/or neglected child in the Richmond Juvenile and Domestic Relations Court. (After
initial training, average 10 - 12 hours a month.)

- Special Events:** such as miscellaneous weekend concerts (ex. Shamrock the Block, Cinco de Mayo).
- Office/Administrative:** Light filing, data entry, preparation of mailings and other tasks.
(flexible hours available 9:30am – 4:30pm, Monday – Friday).
- Families are Magic (FAM) events:** Help with public awareness and educational events throughout the year and particularly in April for National Child Abuse Prevention Month.
- Advocacy:** contacting legislators about children’s issues during General Assembly

SCAN events

I would like to be on the planning committee for SCAN’s special events.

I would be interested in attending or participating in the following events:

- Black Tie Events (ex. Progressive Dinner, Marti Gras, SCAN Christmas Party)
- Family events (Children’s Festival, Peace Festival, Vegetarian Festival)
- Blue Ribbon Campaign/ Pinwheel Partners (Distributing blue ribbons, planting a pinwheel garden)

Children’s Group, CAC, and Circle Preschool volunteers only:

Why would you like to volunteer for SCAN?

Educational background:

Hobbies, interests, skills:

Previous volunteer experience:

List the name, e-mail address and phone number of two personal references:

I understand that volunteering with children may require additional training, criminal background checks, and a weekly or monthly time commitment.

Contact me about upcoming training sessions.*

Signature

Date