

STAND! VOLUNTEER INFORMATION PACKET

Dear Prospective Volunteer,

Thank you for your interest in volunteering with STAND! For Families Free of Violence. We welcome individuals from all walks of life to join us in our efforts to end family violence and rebuild lives.

Family violence is a pervasive and often-overlooked issue in all communities. For example, in the U.S., 1 in 4 women and 1 in 7 men will be abused by an intimate partner in their lifetime while over 3 million children live in families in which partner violence occurred at least once in the past year. YOU can help us lower and even eliminate those numbers. Even more importantly, *without* people like you from the community we absolutely know that we will not end family violence in our communities.

For the protection of our volunteers, staff and our clients, we require a thorough, in-depth screening and interview process. We have enclosed for you the first step of this process, *a volunteer application to be completed and returned to me via email or mail*. Please read the information closely and let me know if you have any questions.

We appreciate your interest in volunteering with us and look forward to you joining our team. If you have any questions or concerns, please contact me at 925-603-0175, volunteer@standffov.org or go to our website at www.standffov.org/volunteer.

Sincerely,

Gretchen Ellis, MSW
Trainer/Volunteer Manager

An Overview of STAND! For Families Free of Violence

STAND! For Families Free of Violence has been working to end domestic violence in Contra Costa County for over 40 years. STAND! has evolved from a single volunteer crisis line to a multi-service agency that serves over 15,000 people annually.

Family violence is a complex issue that must be addressed on many levels. We achieve this by engaging individuals, families and the community in our mission to save lives, rebuild families and change the future. Whether our volunteers are answering incoming calls on our 24-hour Crisis Line, providing assistance to our children's program, representing STAND! at speaking events or supporting administrative projects, they are a vital part of STAND! Volunteers increase the quality of our services and programs, sometimes offer services we otherwise couldn't provide and improve our community relations. This, of course, translates to an increased capacity to serve our clients and the Contra Costa community.

Our volunteers can get involved in many ways. A list of volunteer positions is available on our website. We are also open to utilizing any special skills you may have as well. Finally, we request our volunteers to commit to a minimum of one year, contributing at least 12 hours of volunteer work per month.

How to Become a STAND! Volunteer

1. Complete and return the volunteer application.
 - a. Scan to volunteer@standffov.org
 - b. Fax to 925 676 0449; or
 - c. Mail to: Volunteer Manager, 1410 Danzig Plaza, Concord CA 94520
2. Participate in our background check and screening process by:
 - a. Attending a one-on-one interview with our Volunteer Manager.
 - b. Pass FBI LiveScan Fingerprinting Process (5 – 7 minutes of your time; fee is volunteer responsibility and varies depending on LiveScan vendor).
 - c. Provide a copy of your California ID.
3. Attend the mandatory agency training (minimum 10 hours) and pay training fee of \$80 on first day of training.

Training Overview

We require every volunteer to complete at least Tier 1 (10 hours) of our training. Each Tier of training opens up more volunteer opportunities. Upon completion of all three Tiers (~50 hours), you will have completed the state mandated training for anyone interested in working directly with clients (California Evidence Code 1037). More information about the training is found at www.standffov.org/volunteer-training-info. Our training is intended to help you feel prepared before you begin your volunteer work.

Training Fee Policies

To cover some of the costs of training, it is necessary for STAND! to charge a flat fee of \$80.00 no matter how much training you ultimately take. The full payment of your training fee is due on the first day of Tier 1 (cash- exact change preferred- or check). If this fee is a barrier which would prevent you from volunteering please let the Volunteer Manager know so that alternative options can be discussed.

Volunteer Program Overview

The interview and training process acts as a 'trial period' for you and STAND! Some volunteers find that this volunteer program isn't the right fit for them right now based on a variety of factors (see below for

'Logistics to Consider'). During the trial period volunteers have lots of opportunities to ask questions, and ultimately to decide if this is the right step for you at this point in time.

STAND! is also assessing volunteers during this trial period to ensure that volunteers can abide by the Volunteer Code of Ethics, observing punctuality, communication and follow-through, and holding our clients' needs for trauma-informed, thorough, dignified services as the utmost important standard. At any point during this trial period if either the Volunteer or STAND! have questions, concerns or comments, we practice an open-door policy of communication.

Logistics to consider:

- Most Volunteer Roles are located in Central County (Pleasant Hill, Concord, Martinez areas)
- Upon making this commitment, you are making an agreement with STAND! that you will consistently offer 12 hours/month for one year
- The majority of communication in the volunteer program happens across email and will require that you check email regularly
- Once you take on a Volunteer Role you will be expected to sign up for shifts. Just like any other commitment or job, if your schedule changes in any way we expect proactive communication
- And finally, this work can be equal parts difficult and fulfilling. In order to commit to this work long-term, which we hope all of you do, you will need to commit to a healthy, self-care regimen. For some people that is going to church/temple/mosque/etc, for others it's running marathons, for others it's gardening, for others it's playing with children or pets, etc.

Your preferred practice of self-care is no longer optional - in this work it is essential! If you join us in this work, you are committing to working on yourself as much as you are working for others and for community.

Benefits of Volunteering

Aside from making a meaningful contribution to our community, our organization and our clients, our volunteer positions are opportunities for you to learn and/or further develop skills. It is also a chance to build on your work experience and familiarize yourself with the inner workings of nonprofit organizations and public policy decisions. You can expand or polish your current skill set regarding leadership, community organizing, peer counseling, public speaking, community outreach, advocacy, childcare, effective communication, office assistance and more!

Volunteer Testimonials

"I felt **appreciated** and well supported" • "The training taught me **life-changing lessons** and I'm very grateful for it" • "The Crisis Line team is **like family**. Everyone is there to support and guide each other." • "I feel proud of what I was able to do and **I will never forget** the name of the first client I screened into the shelter." • "I felt **valued** and appreciated. Everyone always made sure I would be back next week." • "I came into the volunteer program hoping to gain some more experience in the field while lending a hand to the staff. **I am leaving with so much more.**" • "The time I have spent with STAND! has been life changing." • "I enjoyed training very much. When I first heard the time line, I'll admit I felt a bit overwhelmed....but it was a **fantastic experience.**" • "The work that STAND! does is beyond incredible and **it's been an honor** being a part of it."

We have not, will not and cannot do this work without volunteers. We hope you'll join us!

STAND! VOLUNTEER APPLICATION

This information will be kept strictly confidential

Today's Date _____ Name _____

Address _____
Street City State Zip

Cell phone (____) _____ Email _____

Check the following boxes if any of these statements are true for you:

1. You are **younger** than 18 years old:
2. You have been a **client** at STAND before:
3. You've **applied to volunteer or work** for STAND before:
4. You give permission for us to share your email address with a Volunteer who will follow-up with you through the onboarding process

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Occupation _____ Employer _____

Emergency Contact Name _____ Phone (____) _____

Relationship to you _____

Please answer the questions below:

1. What has inspired you to get involved in ending family violence?

2. There are many programs within the organization. Where do you see yourself volunteering (i.e. administrative support, outreach, child care, crisis line, etc)?

3. What skills or life experience do you have that may help you in volunteering with us?

4. What do you do when you're not volunteering?

5. What is your availability and time commitment to volunteer? How will this volunteer positions fit in with all of this? (Please consider all of your commitments like Internships? Family? School? Work?)

6. We ask our volunteers to make a 1 year commitment. Is there anything you can think of that would interrupt your commitment with STAND! and require you to terminate your volunteering with us?

7. Do you read, write or speak any other languages?

8. Lastly, how did you hear about us?

STAND! is committed to diversity and non-discrimination in the workplace. We hope you will share with us the following information to help us support that commitment and provide accurate funding proposal data to our funders. This information is kept strictly confidential.

Birth Date: _____

Ethnicity/Race:

African American or Black Asian White Hispanic or Latino

Native Hawaiian or Pacific Islander American Indian or Alaska Native

Two or More Races Decline to state

Gender Data:

Female Male Transgender Male

Transgender Female Other Decline to state