



Ele's Place, a healing center for grieving children and teens
www.elesplace.org

VOLUNTEER APPLICATION

Please return to the branch location nearest you.

<p>ANN ARBOR 3526 W. Liberty Road, Ste. 200 Ann Arbor, MI 48103 Phone 734-929-6640 Fax 734-926-0985 Charlotte Cally ccally@elesplace.org</p>	<p>GRAND RAPIDS 2000 Michigan St. NE Grand Rapids, MI 49503 Phone 616-301-1605 Fax 517-301-0508 Michaela Ayew-ew mayewew@elesplace.org</p>	<p>LANSING 1145 W. Oakland Ave. Lansing, MI 48915 Phone 517-482-1315 Fax 517-482-6608 Sue Sanford ssanford@elesplace.org</p>	<p>FLINT 1227 E. Bristol Rd. Burton, MI 48529 Phone 810-232-3040 Tracy Payton-Lester tpaytonlester@elesplace.org</p>
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Name: _____ E-mail address: _____

Address: _____

City: _____ State: _____ Zip: _____

Birth Date: _____ Age: _____

Home Ph: _____ Cell Ph: _____ Work Ph: _____

Permanent Address (if different from above): _____

Place of Employment: _____

Please answer the following questions (if more space is needed, attach additional page[s]).

1. Why are you interested in volunteering with Ele's Place?

2. What type of volunteer work are you interested in? Please check all that apply below.

SUPPORT GROUP FACILITATOR:

The primary services provided by Ele's Place is our peer support group program for children and their families who are grieving the death of a family member or close friend. These groups are organized according to the child's school and/or developmental level, and serve children ages 3 - 18. The men and women who facilitate each group work in teams of three to four volunteer facilitators per group of 10-12 children or teens.

Requirements for becoming a support group facilitator:

- At least 19 years of age
- Must commit to volunteering one evening (four hours) per week for a minimum of one year
- Must complete our 23-hour facilitator training, and attend an annual In-Service session

SUPPORT GROUP PROGRAM HELPER:

These volunteers assist Ele's Place staff and the support group facilitators by greeting families as they arrive at Ele's Place, assisting with monitoring the children's Activity Rooms and Library, and helping with various set-up and clean-up duties.

Requirements for becoming a Support Group Program Helper:

- Must be at least 18 years of age (Some exceptions are considered)
- Must complete a three-hour training session
- Must commit to working one evening (two hours) per week for a **minimum of six months**

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OTHER VOLUNTEER OPPORTUNITIES: (may vary for each branch location)

OFFICE HELPER (receptionist, data entry, etc.) Hours and duties vary for each branch location.

OUTREACH AMBASSADOR (training provided)

Ele's Place outreach ambassadors are volunteers that represent Ele's Place in a variety of ways:

- Inviting guests to Tours of the Heart at the Ele's Place nearest them
- Staffing Ele's Place information booths at volunteer recruitment fairs and similar events
- Representing Ele's Place at occasional community events
- Making contacts in the community to share information about our programs and providing brochures and making presentations as needed

FUNDRAISING EVENTS

These volunteers help with a variety of duties at special events hosted by Ele's Place or other community organizations. Examples might include: working the registration area, set-up and clean-up duties, decorating, serving refreshments, etc.)

***** If you are not interested in working directly with the Ele's Place support groups, please skip to question #6 and continue. If you are interested in being a support group facilitator or program helper, please complete all of the questions.***

3. Please briefly describe your experience in working with children:

4. Have you experienced the death of a family member or close friend? How long has it been since the death(s)? Please briefly describe how you coped with your experience(s).

5. Do you have clinical certifications or degrees (MSW, LLP or similar)? _____

If yes, please describe: _____

6. Have you ever been convicted of any felonies or misdemeanors? (circle one) Yes No

If yes, please explain:

7. We strive to recruit volunteers that represent the diversity of our community. With this in mind, we would appreciate it if you would provide the following information: (optional)

- Gender (circle one): Male Female
- Race/Ethnicity: _____

8. Please list at least one previous volunteer experience within the past five years:

<u>Organization</u>	<u>Type of Volunteer Work</u>	<u>Supervisor</u>	<u>Dates</u>
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I agree to give permission to Ele's Place to contact my volunteer supervisor(s) and I release my supervisor(s) from any liability for supplying information about my performance and suitability as a volunteer. I understand that before I will be assigned any volunteer duties I may be required to undergo a criminal background check. I understand that Ele's Place will consider each applicant on a case-by-case basis, and that Ele's Place reserves the right to select individuals based on the best fit for the organization.

Signature _____

Date _____