



We are so happy that you are considering volunteering at Bethany House! You will notice that our screening process is very detailed and that is because of the work that we do and the individuals we serve. The privacy, safety, and security of our program participants is of the utmost importance.

The steps to becoming a volunteer are as follows:

- Complete and return this volunteer application
- Complete Background Check (1-2 day turn around)
- Complete Reference Form Attached (2 required)
- Conduct an off-site Interview with a staff member
- Receive Executive Director approval
- Complete a general orientation at Bethany House
- Complete a Volunteer Agreement/Release form
- Complete a Confidentiality Agreement form
- Review Volunteer Handbook with a staff person

At this time, our volunteer needs are:

- Cleaning and general maintenance of the facilities and grounds
- Assisting Bethany House staff during program activities (Must undergo an additional online training)

We are looking for individuals to fill volunteer roles on a long-term, consistent basis who are available on weekdays between the hours of 8:00 a.m. and 5:00 p.m. Groups of three or more are welcome to inquire if there is a current need for one-time service projects. We are also aware that this time commitment may not work for everyone, so we want you to know there are other ways to be involved!

- Our wish list can be found on our website, BethanyHouseToledo.Org
- If you'd like to be on our mailing list to hear about upcoming events, please email engaged@bethanyhousetoledo.org
- If you'd like to consider giving to Bethany House, you can do so by mailing a check made out to Bethany House to P.O. Box 5930 Toledo, OH 43613 or by giving online through our [website](#)
- Learn more about bringing [Northwest Ohio Community Shares](#) to your workplace

We are so thankful for your interest in serving. If this sounds like something you'd like to continue to pursue, please complete the following application and send to to engaged@bethanyhousetoledo.org or mail to PO Box 5930 Toledo, OH 43613 and someone will be in contact with you soon.

With Gratitude,

Deidra Lashley
Executive Director



Volunteer Application

We are so thankful you are interested in serving at Bethany House. There are two letters of personal recommendation required with this application. Please give them to the individuals recommending you (no family members please) and have them send it directly to the address listed on the sheet provided. Be sure you sign and date the form in the box provided. When finished, please email the completed application to engaged@bethanyhousetoledo.org or mail to PO Box 5930 Toledo, OH 43613 and someone will be in contact with you soon.

Name: _____ Date: _____

Maiden Name or any alias: _____

Address: _____
City State Zip

E-mail: _____

Home Phone: _____ Cell Phone: _____

Okay to Call: Yes _____ No _____ Okay to Leave a Voicemail: Yes _____ No _____

How did you hear about volunteer opportunities at Bethany House?

Please note the times you are available to volunteer on weekdays

(hours must be between 8:00am-5:00pm)

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____

Position(s) you are interested in:

Program Activity Assistant:

Donation Organization/Bethany Shoppe Attendant _____

Food Pantry Attendant _____

Children's Activities Assistant _____

(requires FBI Background Check and Additional Training)

Grounds/Maintenance/Cleaning _____

Professional Services (Please Explain) _____

Other (Please Explain) _____



Current place of employment and position held

Please briefly list past employment with position held

Highest education level achieved

List any training, skills, abilities, or interests which may be helpful as a volunteer

Past volunteer experiences (include agency name, position, duties and dates)

What do you expect to gain from volunteering with Bethany House?

Have you had any personal experience with domestic or family violence including child abuse or elder abuse? No ___ Yes ___ (please explain briefly)

Have you ever been convicted of a crime? No ___ Yes ___ (please explain)



Person to contact in case of an emergency:

Name: _____

Relationship: _____

Address: _____

Phone: _____

Sponsored by the Sisters of St. Francis of Sylvania, Ohio
Member of Sylvania Franciscan Ministries
Member of Northwest Ohio Community Shares
Follow us on Facebook at BethanyHouseNWO
Learn more at www.bethanyhousetoledo.org



For Interns and Student Volunteers Only

Name of college/school: _____

Major/Degree: _____

Number of hours required for internship completion: _____

List the beginning and ending dates of internship: _____

What are the specific requirements of your program in regards to supervision, task, and completion? If more space is needed, use a separate sheet.

I understand that, in compliance with Ohio law, I may be asked for fingerprints. I certify that all of the information given on this form is true and complete according to the best of my knowledge.

Signature: _____ **Date:** _____



The mission of Bethany House is to empower survivors of domestic violence and their children by providing long-term transitional shelter and advocacy to maximize safety, ensure access to resources, and restore hope with dignity and respect.

Volunteer Reference Form

Reference Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of Applicant: _____

I give my permission to the person identified above to provide a reference as part of my volunteer application for Bethany House. I understand that references are confidential, for review by Bethany House staff only.

Applicant Signature

Date

Dear Community Member,

You have been asked to complete a reference for the applicant named above. Bethany House is a long-term, transitional shelter for domestic violence victims and their children. It would help our evaluation if you could complete the following and return it to the address listed at the bottom of this form as soon as possible. The volunteer's application cannot be completed until this form is returned.

1. How long have you known the applicant? _____

2. In what capacity have you known the applicant? _____

3. Please use the following chart to assess the applicant in each area. Check the appropriate number for each item, and add any comment you deem appropriate.



	<u>Excellent</u>	<u>Average</u>	<u>Poor</u>	<u>No basis for judgment</u>	<u>Comments</u>
<u>Dependability</u>					
<u>Punctuality</u>					
<u>Willingness to Learn</u>					
<u>Communication Skills</u>					
<u>Ethical Conduct</u>					
<u>Ability to Work as a Team</u>					
<u>Judgment</u>					

4. Please check one of the following:

_____ I recommend the applicant.

_____ I recommend the applicant with reservations.

_____ I do not recommend the applicant.

5. Other comments? Please attach a separate sheet if necessary.

Reference Signature _____

Date _____

Return to: Bethany House
 P.O. Box 5930
 Toledo, OH 43613
 Or Fax 419-729-2053
 Or Engaged@BethanyHouseToledo.Org

Sponsored by the Sisters of St. Francis of Sylvania, Ohio
 Member of Sylvania Franciscan Ministries and Northwest Ohio Community Shares
 Learn more at www.bethanyhousetoledo.org



The mission of Bethany House is to empower survivors of domestic violence and their children by providing long-term transitional shelter and advocacy to maximize safety, ensure access to resources, and restore hope with dignity and respect.

Volunteer Reference Form

Reference Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of Applicant: _____

I give my permission to the person identified above to provide a reference as part of my volunteer application for Bethany House. I understand that references are confidential, for review by Bethany House staff only.

Applicant Signature

Date

Dear Community Member,

You have been asked to complete a reference for the applicant named above. Bethany House is a long-term, transitional shelter for domestic violence victims and their children. It would help our evaluation if you could complete the following and return it to the address listed at the bottom of this form as soon as possible. The volunteer's application cannot be completed until this form is returned.

3. How long have you known the applicant? _____

4. In what capacity have you known the applicant? _____

4. Please use the following chart to assess the applicant in each area. Check the appropriate number for each item, and add any comment you deem appropriate.



	<u>Excellent</u>	<u>Average</u>	<u>Poor</u>	<u>No basis for judgment</u>	<u>Comments</u>
<u>Dependability</u>					
<u>Punctuality</u>					
<u>Willingness to Learn</u>					
<u>Communication Skills</u>					
<u>Ethical Conduct</u>					
<u>Ability to Work as a Team</u>					
<u>Judgment</u>					

5. Please check one of the following:

- I recommend the applicant.
 I recommend the applicant with reservations.
 I do not recommend the applicant.

6. Other comments? Please attach a separate sheet if necessary.

Reference Signature

Date

Return to: Bethany House
 P.O. Box 5930
 Toledo, OH 43613
 Or Fax 419-729-2053
 Or Engaged@BethanyHouseToledo.Org

Sponsored by the Sisters of St. Francis of Sylvania, Ohio
 Member of Sylvania Franciscan Ministries and Northwest Ohio Community Shares
 Learn more at www.bethanyhousetoledo.org