



*No child should ever be unwanted
No mother should ever be rejected*

Volunteer Application

Name _____

Address _____

Phone _____

Are you fully vaccinated for Covid-19? _____

Interested in

Sorting clothes _____

Outreach/Fundraising _____

Other _____

Times Available (AM OR PM)

Monday _____ Tuesday _____ Wednesday _____ Thursday _____

Friday _____ Saturday _____ Sunday _____

After reading all the information contained herein, I agree that any and all information that I may obtain through conversations with residents of the Saint Margaret Home will be held in the strictest of confidence.

Date

Signature

Please provide two references

Name

Phone Number



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Do's and Don'ts

1. DO treat each woman equally
2. DO remember, you are in charge. Residents will listen to what you say and are very much aware of your patience and genuine interest.
 3. DO remember a sense of humor is helpful.
 4. DO remember being a good listener is key.
5. Do feel free to bring notes of encouragement, birthday cards, games to play, etc
6. DO remember if a conversation leads to gossip about another resident, staff or volunteer, please take the initiative and end the conversation or change the subject.
 7. DO follow the rules of the home, even if you don't agree with them.
 8. DO give us as much notice as possible if you need to cancel.
 9. DO keep your promises.
10. DON'T repeat any information the residents tell you about themselves.
Confidentiality is key.
11. DON'T give them rides anywhere unless this has been approved by staff.
12. DON'T give them permission to use office phones unless it is an emergency.
13. DON'T give them permission to go out or have company. These things must be approved by staff prior.
 14. DON'T give them money, alcohol, tobacco or any drugs.
 15. DON'T offer them unsolicited advice.
16. DON'T friend them on social media or step over the professional relationship boundary.



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Confidentiality is a primary ethical and legal concern for all staff and volunteers at the Saint Margaret of Castello Maternity Home (hereinafter "Home"). The individual residents have a right to privacy. This right must, at all times, be protected during the collection and release of any information. Some material contained in our resident's records is of a highly personal, sensitive and private nature. Improperly releasing records could damage an individual's reputation, position and have a chilling effect on counseling and communication with residents. Thus, each resident shall know that everything that is learned about them is held in the utmost confidence and will remain confidential. Information concerning our residents will only be disclosed to family members, parents/guardians, social service agencies, hospitals, clinics, medical providers or physicians as previously authorized, in writing, by the resident. (Information may also be released in the event of resident suicide, impending homicide by resident, or of a resident engaging in child abuse and Child-Line will be contacted). It shall be the policy of the Home to safeguard any and all data concerning a resident that is collected during their stay at the Home. Such information shall be kept in a secured area. The Home also recognizes the right of the resident to question the appropriateness of the services they received at the Home and also the resident's right to refuse intervention services.

I will abide by the Home's policy and keep all information I learn about the home and clients confidential.

Signature

Date