

# Volunteer Services

You've got a friend at MCH



Your life. Your health. *Your Hospital.*

## Thank you for your interest in Volunteering!

At Monadnock Community Hospital, we are grateful for dedicated team of volunteers who serve in departments throughout the organization. We are delighted you are interested in joining.

We ask for an initial commitment of at least six months service for most tasks, to give you the chance to become familiar with the daily routine of the hospital and the departments you'll serve.

Please read the following information carefully. Typically, volunteers can expect to begin within 4-5 weeks to allow for required background checks and training.

### **Step 1.** To begin, please complete our:

- **Volunteer Application** This form provides the necessary contact and background information to help us find the most appropriate support role.

### **Step 2.** Next, call me, Kelly Lambert at **(603) 924-4692** to schedule an appointment. We meet to discuss and complete:

- **Service/Confidentiality Agreement** Applicants are required to read and sign this form covering general liabilities.
- **Criminal Background Check** This form is required by the State of NH for all employees and volunteers. Results typically take 2-3 weeks from the State and are required before applicants can begin serving.
- **PPD Test** This blood test for tuberculosis is administered in Occupational Health is mandated for all employees and volunteers. We will schedule together after reviewing your volunteer application.
- **Volunteer Badge and Parking Permit** This photo ID is issued in our Security Office and requires an appointment. We'll help you schedule it.

### **Step 3.** You'll meet with a departmental representative and be paired with an experienced volunteer who'll assist in your training and orientation. Please note, within 60 days of beginning, we'll ask you to attend MCH's Orientation. This 4 hour (½ day) orientation covers MCH's policies/procedures, mission, vision and values.

**QUESTIONS?** Call Kelly Lambert, Volunteer Coordinator at: (603) 924-4692.

My office hours are Tues: 9-11AM, Wed: 10-11 AM, Thurs 3-4PM

I look forward to meeting you! 