



Adult Volunteer Application

Check one:

Date _____

Saint Francis Hospital

Thomas Memorial Hospital

- **Must be 18 or older**
- **Commit to 4 hours per week on a regularly scheduled day**
- **Undergo a background check**
- **Must have recent TB test (test will be provided by hospital)**
- **Attend general orientation through volunteer services department**

Cuddler Program Volunteers must meet above requirements plus:

- Attend a training session for the NICU provided by nursing staff & need only commit to 2 hours per week. Cuddler Program Volunteer applications only accepted during month of August. Positions are limited.

Name _____
Last first MI

Address _____
Street city zip code

Phone _____ Birthday: ____/____/____

Email address _____

In emergency notify:

Name _____ relationship _____

Telephone (work) _____ (home) _____

Family physician _____ telephone _____

Prior experience:

Volunteer: _____

Business: _____

Interests/hobbies: _____

Opportunities for volunteers are provided without regard to religion, creed, race, national origin, age, sex or disability.

Time Available: ___ Mon. ___ Tues. ___ Wed. ___ Thurs. ___ Fri. ___ Sat. ___ Sun.
___ morning ___ afternoon ___ evening

Completed Applications should be returned to:

Saint Francis Hospital
Dept. of Volunteer Services
333 Laidley Street
Charleston, WV 25301

OR

Thomas Memorial Hospital
Dept. of Volunteer Services
4605 MacCorkle Ave. SW
South Charleston, WV 25309

Application Process

Upon receipt of an application, the applicant will be contacted to set up an interview. The interview will provide the applicant with the opportunity to discuss available positions, scheduling, hospital policies, etc. At the time of the interview, the applicant will be asked to sign a disclosure/release form to allow the hospital to conduct a background investigation. Upon receipt of a satisfactory background check, the volunteer will be scheduled for orientation before beginning service.

Filing an application does not assure placement since applicants must be matched to available positions. Applicants will be chosen by the director of volunteer services on the basis of personal traits and qualifications in keeping with the best interests of the Hospital.

All applications will be held for sixty days.

Department of Volunteer Services office hours are M-F, 7:00 a.m. to 3:30p.m.
and other hours by appointment.

Saint Francis Hospital 304-347-6655

Thomas Memorial Hospital 304-766-6788

Mary Williams, Director of Volunteer Services: mary.williams@thomashealth.org