

High School Volunteer Program Overview

Eligibility: Students must be in their freshman or sophomore year of high school to apply and be turning 15 years of age by February 1 of next year. Students must also reside within the Capistrano, Laguna Beach or Saddleback Unified School Districts. High School volunteers are expected to volunteer on a weekly basis year round, and for a minimum of one year. Students typically volunteer until they graduate from high school. The Auxiliary does not offer “summer only” volunteer positions.

Application Process: Due to the popularity of our program and the limited number of positions available, applications of interest are accepted once a year from October 1 – 15. Applications received prior to or after this date will not be accepted. (Students in their junior or senior year of high school are ineligible regardless of age.)

One letter of recommendation is required of the student from a teacher, high school advisor or coach at the time of application. A personal statement as to the student’s desire to volunteer must accompany the application as well. (To apply, the student may request an application from the volunteer coordinator at Mission Hospital one month prior to the application period.)

Upon verification of eligibility and following an interview, prospective volunteers must pass two tuberculin skin screenings (PPD), and provide record of Measles, Mumps, Rubella (MMR) and Chickenpox vaccinations. These records and tests are mandatory to volunteer at Mission Hospital. Auxiliary membership requirements include a one-time fee of \$25 and the purchase of a navy blue polo shirt provided by the hospital for \$20. White pants and shoes must be supplied by the student.

Students must attend a mandatory three-hour general orientation, three weeks of general training and two additional weeks of specific training in the department in which they are assigned.

Volunteer Positions: Typically, the earliest students begin volunteering (following the application and health clearance period) is early March. Students are assigned based on projected attrition (graduating seniors) or newly created positions. Depending on the number of applicants and the number of available positions, students from Dana Hills, Aliso Viejo and Laguna Beach High Schools volunteer at the Laguna Beach campus if there are not enough positions available at the Mission Viejo (main) campus. Students may request to volunteer at the Laguna Beach campus from other schools. All other schools will be assigned to the Mission Viejo campus.



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Typical shift assignments are scheduled four (4) hours each week, Monday through Friday from 4 – 8 p.m., or on the weekends from 9 a.m. – 1 p.m., Noon – 4 p.m. or 4 – 8 p.m.

For any additional questions or to learn more about Mission Hospital, please visit our website at mission4health.com.

Suggestions for students seeking health care volunteer and/or community service opportunities:

CHOC Hospital: Visit choc.org/volunteer or call (714) 532-8889 or (714) 532-8673. For students 16 years and older who desire to serve in a children's hospital. Applications are available online and accepted annually on October 1 between 9 a.m. and 4 p.m. Volunteers must donate 100 hours of service annually and commit to a regular work shift.

Mission Hospital Foundation: For students 15 years and older, needed on an on-call basis for assistance with on-campus administrative duties. For more information, please contact Shawn Lurie at (949) 364-1400 ext. 7908.

Mission Hospital Thrift' N Gift: A fun thrift store in San Juan Capistrano, open seven days a week. Great opportunities to learn customer service and have fun selling merchandize. Must be at least 18 years of age. Contact Lois Lyons at (949) 487-9727.

Safe Rides: theyouthcenter.org. Volunteers can provide rides to students who are unable to drive due to intoxication or other substances.

Operation Smile: operationsmile.org. A nonprofit organization that raises funds and awareness about children who are born with cleft palates. There are opportunities to start a campus club or become involved on your school campus with this program.

Invisible Children: invisiblechildren.com. A nonprofit organization that works to transform apathy into activism by documenting the lives of those living in regions of conflict and injustice. Opportunities are available to raise awareness with youth groups and to start campus clubs.

Tom's Shoes: tomshoes.com. Become an intern or campus representative that helps in the goal where every pair of shoes purchased, another is donated to a child in need.

Illumination Foundation: ifhomeless.org. The Illumination Foundation (IF) is a nonprofit organization dedicated to breaking the cycle of homelessness in Orange County. IF provides stable housing and comprehensive wrap-around services for the



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families in the program, so that they might build a future life of independence. There are opportunities for students who wish to help with clothing drives, fundraising, etc.

Orangewood Children's Home: orangewoodfoundation.org. The home is the only emergency shelter in Orange County that serves adolescents. It provides shelter for neglected or sexually-abused children that need to be removed from a volatile environment.

Other Resources:

- **One OC:** oneoc.org
- **United Way:** unitedwayoc.org
- **American Red Cross:** redcross.org
- **Habitat for Humanity:** habitat.org
- **Big Brothers Big Sisters:** bigbrothersbigsisters.org
- **Boys and Girls Club:** bcga.org
- **Falling Whistles:** fallingwhistles.com

Mission Hospital does not endorse organizations that are not affiliated with St. Joseph Health. The additional resources provided are intended for informational purposes only.



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High School Student Volunteer Application

Please complete all three pages of this application and be sure you and your parent sign on the designated lines on page 3. PLEASE DO NOT MAIL OR DROP OFF BEFORE OR AFTER October 1 – 15 AS APPLICATIONS ARE ONLY ACCEPTED DURING THIS TIME PERIOD. Applications must be completed by the student and printed in black ink. Please print neatly!

Last name _____ First _____ Middle initial _____

Male _____ or Female _____

Birthdate (month/day/year) _____ Your age today _____

Year you graduate from high school _____

School you attend _____ Current grade _____

Home address _____

City _____ Zip _____

Home Phone _____ Student Cell _____

Parent(s) Cell _____

Student's e-mail address _____

Person to contact in case of emergency:

Name _____ Telephone _____

Relationship to applicant _____



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How did you become interested in our student program?

Are you presently employed? _____ If so, where? _____
Number of hours per week that you work _____

Please list all school and community organizations and clubs you participate in.

Please list any offices held:

Have you ever volunteered before? _____ If so, where?

Are you involved in school or club sports? _____ List sports:

Do you speak any foreign languages? _____ Please list:

Weekday shift schedules are Monday through Friday from 4 – 8 p.m.

Check the week days you would be available:

Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday ___

Weekend shift schedules are from 9 a.m. – 1 p.m., Noon – 4 p.m. or 4 – 8 p.m.

Check the weekend times you are available:

Saturday _____ Shift Time _____

Sunday _____ Shift Time _____

I understand that my volunteer status is pending satisfactory results of a TB test, satisfactory proof of identity, as well as training and provisional periods.

Initials _____



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I understand that Mission Hospital is a smoke-free campus and my responsibility to abstain from smoking on the Mission Hospital campus. I understand that non-compliance of this policy may result in disciplinary action, up to and including dismissal from the Auxiliary.

Initials_____

I certify that all answers or statements I have made on this application or other supplementary materials are true and correct without omissions. I acknowledge that any false statement or misrepresentation on this application or other supplement materials will be cause for immediate dismissal at any time during my association as a volunteer.

Initials_____

I agree to conform to the rules and standards of Mission Hospital and the Auxiliary. I have read the core values of the hospital (listed below) and agree to adopt these values in my contact with all patients, staff, physicians and visitors in this facility.

Initials_____

The four core Values of Mission Hospital are the guiding principles for all we do. Each of us is committed to these values and work to make them present in our relationships with each other and with those we are privileged to serve. Our values continue a tradition of excellence and a dedication to help heal all those we touch.

Dignity

We respect each person as an inherently valuable member of the community and as a unique expression of life.

Service

We bring together people who recognize that every interaction is a unique opportunity to serve one another, the community and society.

Excellence

We foster personal and professional development, accountability, innovations, teamwork, and commitment to quality.

Justice

Advocate for systems and structures that are attuned to the needs of the vulnerable and disadvantaged and that promote a sense of community among all persons.



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Please include with your application: a one-page personal statement about yourself, reason and/or desire to volunteer, what you feel you will be able to contribute to Mission Hospital by volunteering and what you personally hope to gain.

Please list two (2) people (not related to student) that we may contact for a character reference (i.e. high school advisor, teacher and/or coach):

1. _____ **Phone/E-mail** _____

2. _____ **Phone/E-mail** _____

Upon acceptance of my application, I understand the student volunteer coordinator will not sign for community service hours until I have completed my training, volunteering on a regular shift and am a member in good standing.

Applicant signature _____ **Date** _____

Parent signature _____ **Date** _____



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Return application by mail or deliver to:

Alicia Hoover
Coordinator, Student Volunteer Services
Mission Hospital
27700 Medical Center Road
Mission Viejo, CA 92691

If you plan to drop off, please leave at the main lobby reception desk with volunteers.
Please do not fax or e-mail the application, personal statement or recommendation letter.

NOTE: An e-mail from the Auxiliary will be sent to the student to confirm receipt of the student's application. An application is not a guarantee of acceptance into the Mission Hospital Auxiliary. Applications will be reviewed by the student volunteer coordinator and High School Auxiliary Board to verify eligibility, qualifications and projected number of positions that will be available next year. Volunteer candidates will be contacted by mail mid-November with further information.



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