

CVHS Volunteer Program Highlights

- ◆ Volunteers are selected from the Catawba County, Hickory City, Newton Conover City School Systems, Challenger Early College, and Hickory Career and Arts Magnet High School.
- ◆ The number of students accepted into the program is dependent upon the needs of CVHS.
- ◆ Because of the large volume of applications we receive, we are not able to accept everyone into our summer program. We appreciate your interest in volunteering at CVHS and value your time in completing this application.
- ◆ All Volunteers are expected to make a commitment to one 4-hour shift per week for 5 of the 6-week session (**June 16, 2025 through July 25, 2025**). One week is allowed for vacation. If you cannot make this time commitment, please consider applying at another time when you are able.
- ◆ In order to be considered for this program, potential Volunteers must agree to follow current safety protocols as required by CVHS.

Application Process

- ◆ Rising freshman and sophomores are eligible for the Volunteer program.
- ◆ Applications are accepted for the Summer Session annually. Applications for the summer of 2025 will be accepted from **March 15th through April 15th of 2025**. **No late applications will be accepted!**

Volunteer Process

- ◆ **Volunteer Application:** Student will print and complete the application form provided by their school counselor and submit to their school counselor or intern coordinator.
- ◆ **Teacher References:** Two teacher references are required. The student will print two forms from the CVHS website and submit a blank form to two of their current teachers. Each teacher will complete and submit directly to the guidance counselor or intern coordinator. This process ensures that confidentiality is maintained.
- ◆ **Guidance Counselor/Intern Coordinator Process:** The counselor/coordinator will review the application packet to ensure all program requirements are met. If all requirements are met, the application packet will be submitted to CVHS Volunteer Services Department.
- ◆ **Notification Process:** Volunteer applicants will receive notification by email regarding their application status to include details about required meetings and training sessions. **A valid email address is required for processing.** Students without access to an email account should notify Volunteer Services by telephone of the alternate method preferred.
- ◆ **Volunteer Placement Process:** Every effort will be made to place the Volunteer applicants in areas of interest. Assignments are made according to the level of need and supervisory/mentor availability. Please note that most assignments will be support services and will not include direct patient care. Volunteers may be assigned to either the main hospital campus or any off campus CVHS work site. The Summer Session is limited to one shift per week, for four hours.
- ◆ **Screening Process:** Employee Health will conduct a health screening at no cost that includes a TB test for each Volunteer. Volunteers must provide proof of a Covid vaccine with their

application or be approved for an exemption. To apply for a medical/religious exemption, you must complete the exemption form and submit with application. Exemptions may take 1-2 week to complete the review process. This is a requirement for volunteering.

- ◆ **Orientation Process:** Volunteens and one (1) parent/legal guardian will attend a required orientation program that includes an introduction to CVHS, schedules, conduct expectations, etc.

Checklist

Please use the following checklist to ensure completion of your application:

- ◆ Completed Volunteen application.
- ◆ 150 word essay – typed (refer to application for instructions).
- ◆ Two completed references from current teachers.

Incomplete applications will not be considered for the program.

CVHS Resource Information

Volunteer Services Coordinator
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