



NORTHSIDE HOSPITAL
AUXILIARY

January 23, 2012

Dear New Applicant

Attached is an application packet for Northside Hospital Atlanta's **VOLUNTEEN** program. A Volunteer is a boy or girl 14-18 years of age (must be 14 by January 1, 2012). The teens that are accepted for membership will be trained and supervised by Auxiliaries and hospital staff. Our main objective is to conduct a dependable, committed and educational program for these young people.

The response to this program continues to increase and we are limited as to the number of new students we can accommodate due to the large numbers of returning students. Students will be accepted on a "**first come first served**" basis.

A letter of reference or recommendation from a counselor or a teacher is required. We have enclosed a sample letter which may be copied or if you prefer, the counselor or teacher may write their own letter. The student is required to **return the letter from the counselor or a teacher in a sealed envelope.**

This application contains 7 pages plus a fact sheet. This will include an application (3 pages), medical history (2 pages), absence request form, teacher recommendation form and a fact sheet (which the student may keep). The applicant will then return the above pages (without the fact sheet) plus a copy of their immunization record (again a total of 7 pages), and the recommendation envelope to the Auxiliary Office, **no later than Friday, February 24, 2012.** **Only complete packets will be accepted. Please note the deadline for the application is February 24, 2012 however if we have reached capacity prior to that date, applications received will be placed on a waiting list.** Complete packets must be mailed or hand-delivered to the office. .

We appreciate any assistance you can give us in screening prospective Volunteers. Hospital volunteer work involves patient contact and, therefore, requires a mature and stable person.

If there are any questions about the distribution of these application forms, please feel free to contact the Manager of Volunteer Services at Northside Hospital, 404-303-3731, or the Teen Chairperson at 404-630-6500.

Only one copy of each sheet of the application packet is enclosed. Please make copies of these for any interested students. Thank you for your assistance with this important program.

Sincerely,

Carol Kratochvil
Manager of Volunteer Services

Lisa Angel
Teen Chairperson

Enclosures (8)