

Alzheimer's Association Central and Western Virginia Chapter
800-272-3900

PLEASE RETURN COMPLETED FORM TO ELLEN PHIPPS AT ephipps@alz.org

VOLUNTEER PROFILE

Section 1: Personal Information: (*star* Your Preferred form of contact)

Name _____ Home Phone _____

Home Address _____ Cell Phone _____

City _____ State _____ Zip _____ Fax _____

Place of Work/School _____ Position/Year in School _____

Work Phone _____ County _____

Preferred Email Address _____ Date of Birth _____

Mark all that apply:

My _____ has/had Alzheimer's Disease

I am a: ___ Friend of a person with Alzheimer's disease ___ Community Supporter
___ Student interested in learning more through volunteer service ___ Health Care Professional

___ I have been diagnosed with MCI or Early Stage Memory Loss

I am seeking fulfillment of mandated community service hours or an internship/practicum: [] yes [] no.

School: _____ Degree/Program: _____ Hours Needed: _____

In case of an emergency. (This information must be completed before beginning volunteer service.)

Please Contact _____ Phone _____

Relationship to Volunteer _____

Applicant's signature _____ Date: _____

Section Two: Skills & Experience

1. Please list and describe previous school, work, life, and volunteer experiences that may relate to volunteer work at the Alzheimer's Association. Do you have any professional/social memberships?

2. What skills or abilities do you have that might be useful as a volunteer? (Feel free to attach additional sheets. Resumes are always appreciated.)

3. Are there any jobs you dislike or are uncomfortable performing?

4. What hobbies do you enjoy?

5. What interests you about volunteering with the Alzheimer's Association/how did you learn about us?

6. Please indicate which days and hours you are available to volunteer:

M Tu W Th F Sa Su Hours_____

All volunteers are required to attend Basic Training within their first 90 days of service. Are you willing to attend a two hour training session? Please note: Special arrangements can be made for rural volunteers. Specialized jobs (Community Educator, Support Group Facilitator) require additional training.

Yes

No

Section Three: Sample Volunteer Activities:

Directions: Please circle or highlight the top five areas that most interest you.

- **Alzheimer's Junior Committee:** Mid-20s to late-30s young professionals who further awareness of AD And the association. Help plan fundraisers, event support, ticket sales, and community visibility. An active and dedicated social and awareness group.
- **Community Resources:** Place phone calls, send emails/ faxes, and complete internet searches to keep resource database updated. Make changes and update sheets in database. Work with staff and/or community liaison.
- **Computer:** data entry: Perform data entry into a number of computer programs including: Results Plus, Volunteer Works, Excel, Helpline Database and Access. Training provided for each program. Available at all offices.
- **Coordinating Special Events:** Committee Member for an association of sponsored event. May help with any of the following: contacting sponsors, organizing guest lists, picking up donations, arranging logistics, publicizing event, or other duties needed to organize an event. All areas.
- **"Day of" special event support:** Serve at periodic events to help with logistics, set up, tear down, provide support and general assistance anywhere it is needed. Great for groups of people looking for an "as-needed" commitment. Volunteers needed in all areas at a variety of times per year.
- **Delivering Items:** Pickup and transport donations, event supplies, or other items. Volunteers work on an as-needed basis. All areas.
- **Just Rewards Planner:** Assist with annual special event for caregivers. Volunteers can help with set up, day of support, and clean up. Charlottesville.
- **Health Fair Representative:** Serve on an as-needed basis to staff information tables at local venues to educate people about Alzheimer's Disease and association services. Includes set up, tear down, distributing materials, and answering questions. Training and materials provided. Needed in all geographic areas.
- **Legislative Support/Advocate:** Use script to make phone calls to legislators, write e-mails and letters about legislation, and participate in the annual Advocacy Forum in the spring. Training and Supervision provided. Volunteers can work from home as they are available.
- **Office Volunteer:** Assist with clerical tasks, which may include filing, copying, typing, answering phones, follow-up calls, stocking supplies, recycling, assembling packets and mailings, shredding, using the internet, or others. Training is provided to operate equipment. All locations.
- **Photography:** Experienced photographer to take photographs at special events and provide digital photos on a CD for chapter use. Volunteers work on an as-needed basis.
- **Graphic Design:** Help on as-needed basis to create flyers, pamphlets, invitations, newsletters, or other graphic projects using InDesign, Photoshop, Illustrator or other specialty software. Experience required.
- **Community Educator:** Represent association at speaking engagements and present information on a variety of AD-related topics. Must bring knowledge of the subject matter (from professional or personal experience), comfortable with public speaking, use of technology and an experienced presenter. Training, support, and materials provided. Must stay current on research and topics. Volunteers work on an as-needed basis and are needed in all areas.
- **Support Group Facilitator:** Host an approved group at a location and manage publicity, contacts, follow-up, and referral to chapter services. Report monthly statistics, display association materials, and maintain order of the group. Advanced training required, support and follow-up provided. Needed in all areas.
- **Early Stage Programming Volunteer:** Facilitate or assist with early stage programming working with individuals with a diagnosis in the early stages and their care partners at social engagement events.
- **Educational Program Assistant:** Assist in a variety of educational programs set-up; corresponding with speakers and trainers, scheduling dates for presentation; capturing attendee information and entering in database/spreadsheet. Attend local meetings and gain networking opportunities as an Alzheimer's Association Representative.
- **Helpline Assistant:** Prepare basic helpline packets, label brochures, assist care coordinator in keeping library resources up to date, provide follow up to callers in need of basic information (background in health related field required); enter data.

Section 4: Goals and Interests

What do you want to gain from your experience volunteering with us? Please list 3 goals:

1)

2)

3)

What are you passionate about?

Section 5: Supplemental Support Group Facilitator Questionnaire:
(Complete if interested in becoming a facilitator)

- 1. How did you find out about the Volunteer Support Group Facilitator program?**

- 2. What led you to commit to becoming a support group facilitator?**

- 3. Have you attended an Alzheimer's Association Caregiver Support group or any other support group? If so, discuss the experience from a volunteer's perspective.**

- 4. Are you or have you been a caregiver for a person living with dementia (professional or personal)?**

- 5. What are the elements of good care for a person living with dementia and/or the care partner?**

- 6. If you are employed by an agency/community and will be leading the group on behalf of the employer discuss how you will differentiate between your employee status and your volunteer status with the Alzheimer's Association.**

Section 6: Supplemental *Intern* Questionnaire:

1. Is this internship for an undergraduate or graduate degree program?

2. What are the internship expectations of your degree program?
 - a. How many hours are to be completed?
 - b. What are your semester start/end dates?
 - c. What coursework related to this internship are you taking?
 - d. How will you integrate your internship with your coursework and vice versa?
 - e. Any special needs in supervisor experience/credentials/background?

3. How does this internship support your career goals after graduation?
 - a. What do you wish to do with your degree?
 - b. What skills or competencies related to your degree do you specifically want to acquire during your time with the Alzheimer's Association?

 - c. What supervisory style do you prefer?

 - d. What learning style do you most appreciate?