
August 10, 2017

Dear Potential Volunteer:

Thank you for the interest you have expressed in Empower Yolo and our volunteer training program. Training is held on Mondays and Wednesdays, 5:30-10pm and Saturdays, 9am-5pm, beginning on **Monday, October 9 – Saturday, November 11, 2017. All training dates are mandatory.** Training days are as followed*: October: 9, 11, 14, 16, 18, 21, 23, 25, 28, 30, Nov: 1, 4, 6, 8, 11. **Dates and times subject to change.* Training will be held at Empower Yolo's Conference Room located at our main business office: 175 Walnut Street, Woodland, CA, 95695.

Application Process

After we receive your completed application and resume, it will be reviewed by the Volunteer Coordinator. If your application is accepted, we will invite you to an interview. Invitation to the training program will only be issued after a successful interview and reference check.

Minimum Commitment

Complete at least one 4-hour shift a week
Attend monthly in-service and volunteer meetings
Serve as a volunteer for one year

Training Fee

There is a **\$60 materials fee** to cover the cost of training material for those who commit to serving as an Empower Yolo volunteer for one year. If this is a financial hardship, arrangements can be made. Volunteers will be asked to give both a \$60 and \$50 check on the first day of training. The \$60 check will be cashed at the beginning of the training. If the volunteer does not follow through due to whatever reason, the \$50 check will be cashed by the third month of their volunteership. There is a \$110 professional development fee for those who take the course and do not plan to volunteer with Empower Yolo (this includes the \$60 materials fee).

Please note that space is limited and spots are not guaranteed, **applications are due Sunday, October 1, 2017.** Feel free to contact us with any questions concerning the application process, training, or the role of volunteers within our agency. We look forward to hearing from you.

Sincerely,
Yee Xiong
Volunteer & Community Education Coordinator

Volunteer Signature

Date

Agency Description

MISSION STATEMENT

To promote safe, healthy, and resilient communities.

Empower Yolo's purpose is to provide:

- a) Twenty-four hour crisis intervention, emergency shelter, confidential counseling, training, legal assistance, and other services for individuals and families persons affected by domestic violence, sexual assault, stalking, human trafficking, and child abuse;
- b) Resource centers for community services to improve the health, social, educational and economic outcomes of Yolo County residents; and
- c) Community outreach and educational programs about available resources to promote health, stability, and self-sufficiency for individuals and families.

All services are to be provided in a manner that appreciates, enhances, and utilizes the strengths of Empower Yolo's clients and honors their cultural practices and traditions.

Sexual Assault and Domestic Violence Counselor Training Qualifications

Because of the nature and intensity of the training program, applicants must meet the following minimum qualifications:

- Applicants must be 18 years of age.
- Applicants must be able to attend all training sessions.
- Applicants must complete a fingerprint criminal background check.
- Volunteer applicants must be able to attend mandatory monthly in-service meetings.
- Volunteer applicants must commit to 12 months of volunteer service, unless training is taken for professional development.
- Applicants must have an interest in assisting sexual assault, domestic violence, human trafficking survivors and their significant others, and also other victims of violent crimes.
- Sexual assault and domestic violence counselors must be emotionally ready to assist other survivors.
- Applicants with a history of chemical dependency must have been clean and sober for at least two years prior to training.
- Past or present perpetrators of sexual or physical abuse and/or any violent crime are not eligible to participate in the Peer Counselor Training.

Sexual Assault and Domestic Violence Counselor Description

VOLUNTEER OPPORTUNITIES & JOB DESCRIPTIONS

Volunteers serve the agency in a wide variety of ways as Peer Counselors including:

Telephone Hotline – Provide peer counseling, crisis intervention, shelter screening, and information/referrals to clients accessing the crisis line. Bilingual (in any language) encouraged.

Youth Education/Prevention – Assist our prevention education team with one-time presentations, gender-specific groups, and other community presentations throughout Yolo County.

Children’s Program Volunteer – Facilitate playgroups and recreational activities, positive interaction and creative play for children residing in the confidential battered women’s shelter. This program may include assistance with sorting children’s items at the shelter, crisis intervention and follow ups, soliciting material donations for children-clients, and painting murals in public areas used by children-clients.

Community Information Tables –Staff prevention and education tables at community health fairs, farmer’s markets, special college events, and other events throughout Yolo County.

Latina Outreach Advocate – Provide presentations, outreach activities and/or peer-counseling to bilingual and monolingual Spanish-speaking clients.

Russian Outreach Advocate – Provide presentations, outreach activities and/or peer-counseling to bilingual and monolingual Russian-speaking clients.

Asian Pacific Islander Outreach Advocate – Provide presentations, outreach activities and/or peer-counseling to bilingual and monolingual speaking clients.

Legal Advocacy/Accompaniment – Assist clients in filing for a domestic violence restraining order, accompany a survivor to court, work closely with judges in Yolo County. Volunteers must have at least 3-6 months experience on the crisis line prior to working in the Legal Department.

Marriage and Family Therapist Intern/Associate Social Worker – Provide therapeutic interventions and case management; Masters level or postgraduate students only. Clinical supervision is available.

***Administrative** – Volunteer opportunities for clerical work are abundant and include data input, assisting with general mailings, and assembling packets.

***Special Events** – Plan and participate in events such as Sexual Assault Awareness Month and Domestic Violence Awareness Month events.

**This position does not require the Peer Counselor Certification.*

Sexual Assault & Domestic Violence Counselor Position Description (con't)

ADDITIONAL REQUIREMENTS

Must obtain a Sexual Assault and Domestic Violence Crisis Counselor Certificate by attending a minimum of 65 hours of comprehensive training on all aspects of rape, sexual assault, child sexual abuse, domestic violence, effects on children, crisis intervention, resource and referral counseling, hotline response, hospital, law enforcement and court procedures in accordance with California Penal Code 13835.10. This training meets the standards set forth in the Welfare and Institutions Code Section 18294 and Penal Code 13837 through curriculum approved by California Emergency Management Agency offered by Empower Yolo. All volunteers of Empower Yolo must become Sexual Assault and Domestic Violence Peer Counselors. Additionally, all Sexual Assault Crisis Counselors are required to attend mandatory monthly in-service meetings. There is a \$60 fee that will help cover the costs of training material and manuals. Scholarships are available if need is demonstrated. There is a \$110 professional development course fee for those who do not wish to make a commitment to volunteering with Empower Yolo.

SUPERVISION

Work under supervision, by the Volunteer & Community Education Coordinator, following established agency policies and procedures. Participate in a cooperative evaluation process.

QUALIFICATIONS

Ability to communicate with compassion and empathy. Volunteers must be patient, nonjudgmental and able to demonstrate sensitivity to the cultural/ethnic diversity of the client base. Must maintain client confidentiality at all times. Please see *Sexual Assault and Domestic Violence Counselor Training Qualifications* for a complete list of qualifications.

Completing an application does not guarantee me a volunteer position at Empower Yolo. Empower Yolo staff reserves the right to refuse and terminate enrollment to anyone whom they feel is not suitable to the volunteer program. Participation in the training does not guarantee certification as a sexual assault and domestic violence counselor, nor does it guarantee a volunteer assignment.

I have read and understand the qualifications listed above.

Volunteer Signature

Date



Promoting safe, healthy & resilient communities

Volunteer Application

Full (Preferred) Name: _____ DOB: _____

Preferred Gender Pronouns (if any): _____ Gender: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: () Secondary Phone: ()

Email Address: _____

Occupation: _____

If you are a student, please list your year and expected graduation date

Ethnicity: (Grant Purposes Only) _____

Languages Spoken: (Besides English with Written & Verbal Proficiency) _____

How did you hear about Empower Yolo?

- Friend or Family: _____
- Social Media: _____
- Community or School Listserv: _____
- On-Campus or Public Space Ad: _____
- Check box if you are interested in being contacted to help at our special events.

Emergency Contact One: _____

Full (Preferred) Name, Relation, Phone Number

Emergency Contact Two: _____

Full (Preferred) Name, Relation, Phone Number

Best days & times to contact you: _____

Preferred method of contact: _____

Times of Availability *(for Interview purposes)*:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Mondays, 12-2pm | <input type="checkbox"/> Thursdays, 12-2pm | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Tuesdays, 12-2pm | <input type="checkbox"/> Fridays, 12-2pm | _____ |
| <input type="checkbox"/> Wednesdays, 12-2pm | | _____ |

The following questions are state mandated as part of the *screening process* for all volunteer applicants. These questions may also help you to determine if Empower Yolo will afford you the type of volunteer opportunity you are seeking. ***Please attach your resume to this application.***

1) Please tell us how you became interested in volunteering for Empower Yolo.

2) Please tell us about your experiences working with individuals of different cultures, ethnic backgrounds, religion, sexual orientation, and/or lifestyles.

3) Please tell us about any (formal/informal) experiences you have had engaging in peer-counseling.

4) What is your experience with domestic violence and/or sexual assault, if any?

5) Tell us about a challenging situation and how you dealt with it.

6) Have you ever been arrested or convicted of a felony or any other crime(s)? If yes, please explain.

7) Please tell us about other special skills, training, and/or experience that you have to offer as a volunteer for the agency.

8) List 5 words that best describe you.

9) What do you feel are your strengths in doing this work? And weaknesses?

10) What skills do you bring and what concerns do you anticipate?

11) Questions and/or comments for the Volunteer Coordinator.

In which areas are you best suited for and/or most interested to volunteer? (Check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> 24/7 Crisis Hotline | <input type="checkbox"/> Legal Advocacy/Accompaniment |
| <input type="checkbox"/> Youth Education/Prevention | <input type="checkbox"/> Marriage and Family Therapist |
| <input type="checkbox"/> Children's Program | <input type="checkbox"/> Intern/Associate Social Worker |
| <input type="checkbox"/> Community Information Table | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Latina Outreach Advocate | <input type="checkbox"/> Special Events/Programs |
| <input type="checkbox"/> Russian Outreach Advocate | <input type="checkbox"/> Community Clothing Closet |
| <input type="checkbox"/> Asian Pacific Islander Outreach Advocate | <input type="checkbox"/> Other |
| | Please explain: _____ |

References

Please list three people who are not related to you and have known you for at least one year. They may include: one peer, one professional colleague or supervisor, or one professional staff/educator.

Reference Name One: _____ Phone: ()
Email Address: _____ Relation: _____

Reference Name Two: _____ Phone: ()
Email Address: _____ Relation: _____

Reference Name Three: _____ Phone: ()
Email Address: _____ Relation: _____

I, the Applicant, certify all information is true and correct to the best of my knowledge. I understand that completing an application does not guarantee me an invitation to the training program and/or a volunteer position at Empower Yolo. The agency staff reserves the right to refuse and terminate enrollment at any time that the applicant is not suitable to the volunteer program.

Volunteer Signature

Date

Thank you for your interest in volunteering with Empower Yolo. It is the dedication of our volunteers which safeguards and furthers our mission of providing hope and ending violence in our community. We look forward to reviewing your application.

Please submit completed application and resume to:

Attn: Yee Xiong
Volunteer & Community Education Coordinator
Empower Yolo
175 Walnut Street
Woodland, CA 95695

-OR-

Yee@empoweryolo.org