

## Ronald McDonald House Charities of Central Pennsylvania

745 West Governor Road  
Hershey, PA 17033-2304  
717-533-4001

On the web at [www.ronaldshousehershey.org](http://www.ronaldshousehershey.org)



Thank you for your inquiry regarding volunteer positions with Ronald McDonald House Charities of Central PA! We are grateful for every volunteer who joins us in our mission to provide a 'home away from home', and through our community outreach, to 'lift children to a better tomorrow'. Volunteers are the heart of our organization, and we are indebted to each for their contribution of time, energy and compassion.

The following brief overview of each of our volunteer positions should help you decide where you might best serve:

### **House volunteers**

- ♥ Answer telephone calls
- ♥ Take room requests from families interested in staying at the House
- ♥ Check in guests; familiarize families with House rules and procedures
- ♥ Make up bedrooms for incoming guests (families clean their own room before checking out)
- ♥ Interact with families who are staying at the House
- ♥ Help keep the House tidy
- ♥ Applicants under age 18 must serve with an adult volunteer

### **Family Room volunteers** (Weekly time commitment preferred; located in the Hershey Medical Center)

- ♥ Answer telephone calls
- ♥ Help keep the Family Room tidy
- ♥ Make coffee and see that snacks are available for families
- ♥ Register overnight guests
- ♥ Family Room volunteers must complete Medical Center volunteer training

If you are unable to make a regular, on-going commitment of your time, there are other ways that you can help around the House: Organize a fund-raising event (with prior approval), help with cleaning projects, prepare a House meal or baked goods for guests, or help with our aluminum beverage can tab and magazine recycling programs. Please contact the House for further information and scheduling.

Volunteering at the House and Family Room can be challenging at times, since many of our families are under great stress as they face the crisis of an injured or seriously ill child. It can also be very rewarding, as you find yourself sharing a comforting word, or just being there to listen with a family in need. If after reading the above you decide to pursue a volunteer experience with us, please complete the attached application and return to the address on the front of this letter. We'll call you to set up a brief interview, and soon you'll be on your way to joining the ranks of those who decided to get involved and make a difference in the lives of families. Thank you!

Sincerely,

*Diane M. Dugan*

Volunteer Coordinator



6. Do you have skills you can share with RMHC?

Computer/Typing \_\_\_\_\_ Home Repairs \_\_\_\_\_ Cooking \_\_\_\_\_ Decorating \_\_\_\_\_

Newsletters \_\_\_\_\_ Fundraising \_\_\_\_\_

Foreign Language \_\_\_\_\_

Other \_\_\_\_\_

7. Do you have any physical limitations or special needs?

Lifting \_\_\_\_\_ Bending \_\_\_\_\_ Climbing Stairs \_\_\_\_\_ Other \_\_\_\_\_

8. Are you required to serve community service time? Yes \_\_\_ No \_\_\_ If yes, # hours \_\_\_\_\_

9. References – please list three, with name and phone number:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Please read carefully:***

*By applying to volunteer for Ronald McDonald House Charities of Central Pennsylvania, I hereby signify my willingness to attend a personal interview, volunteer orientation and any applicable volunteer updates. I authorize RMHC to contact my references or otherwise validate the information I have shared. If applicable to my volunteer duties, I authorize RMHC to conduct a child abuse clearance check. I hereby release Ronald McDonald House Charities from any and all claims and liabilities for damages of any kind relating to the furnishing and use of this information. I agree to maintain privacy of all guest and/or patient information. I certify that all statements on this application are true and complete to the best of my knowledge.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
RMHC Staff Signature

\_\_\_\_\_  
Date

Please return to: Ronald McDonald House Charities of Central PA  
745 West Governor Road, Hershey, PA 17033  
(717) 533-4001 • Fax (717) 533-1299

For RMHC Records:

Date Application Received \_\_\_\_\_

Interview Date \_\_\_\_\_

Interviewer \_\_\_\_\_

Training/Orientation Date \_\_\_\_\_

Volunteer Assigned to - House \_\_\_\_\_ Family Room \_\_\_\_\_

Other Assignment \_\_\_\_\_