



STRAPWA Volunteer/Internship Application

Instructions

Please review and complete this application to the best of your ability and return to:
 Rebuilding Hope! Sexual Assault Center for Pierce County,
 Mail: 101 East 26th Street, Suite 200, Tacoma, WA 98421
 Admin: (253) 597-6424 Fax: (253) 597-6443
Contact: Sarah Ciambone, Program Engagement Coordinator
Email: sarah@hopesacpc.org and/or call (253) 988-2435 to schedule an interview or with questions about applying.

Contact Information

Name		
18 years of age or older?	Yes	No
Street address		
City ST ZIP Code		
Home Phone		
Cell Phone		
E-Mail Address		

Availability

During which hours are you available for volunteer assignments? (Note: There are no required minimum number of weekly hours)

Please share your *best* known availability to support the program during its operating hours. Additional details about your availability can be discussed during a phone or in-person interview.

DAY	PROGRAM HOURS	YOUR AVAILABILITY
SUNDAY	NO SERVICES	
MONDAY	8AM-8PM	
TUESDAY	8AM-8PM	
WEDNESDAY	8AM-8PM	
THURSDAY	8AM-8PM	
FRIDAY	8AM-8PM	
SATURDAY	12PM-8PM	



Your commitment to STRAPWA is for a MINIMUM OF 6 MONTHS (refer to the job description below). Would you be considering a longer commitment?

YES NO MAYBE If so, how long?_____

Special Skills or Qualifications

Please attach a copy of your current resume to accompany this information. Summarize your previous relevant or related professional experience (employment, volunteer or internship):

Summarize any previous volunteer experience:

Interests

Briefly explain your interest in volunteering/interning with STRAPWA:

What do you hope to gain from your volunteer/internship experience at STRAPWA?



Please provide two professional references we could contact (prior or current supervisors preferred):

1. _____

Name Phone Number

2. _____

Name Phone Number

FOR INTERNS/ STUDENTS ONLY

Sponsoring School:

Department:

Academic Supervisor:

Credit Hours:

Actual Hours/Work:

From: _____ to: _____
(Dates)

Average anticipated hours/week:

Commitment: Please note that student interns are held to the same time commitment as volunteers regardless of the timeframe of their internship. This means if a student wants their internship to be focused on providing advocacy services, then they are held to a 6-month time commitment with the Trafficking Department (to begin with their "shift" of work) regardless if their internship is only for one quarter or one semester. If the volunteer/intern is beginning as a Level 1 participant, then their first "shift" can coincide with schedule program training at the Coordinator and Deputy Director's discretion. Please discuss your internship interests and availability with us at an interview so an individualized internship plan can be proposed.

Note: We encourage you to coordinate contact between Rebuilding Hope! and your sponsoring school/academic supervisor in advance so we can communicate our expectations of student interns prior to completing an interview with our Department.

Person to Notify in Case of Emergency

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that the Child/Adult Abuse Information Act mandates that a background check be conducted on me by this organization. The background check is for the initial screening and decision making of potential employees, volunteers and interns only. I understand that if I am accepted as a volunteer or intern,



any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. Thank you for completing this application form and for your interest in volunteering with us.

REBUILDING HOPE! SEXUAL ASSAULT CENTER FOR PIERCE COUNTY STRAPWA VOLUNTEER/INTERN CONTRACT

Rebuilding Hope! Sexual Assault Center for Pierce County values the commitment you have made to serve survivors of sexual violence through our agency. To support you in this effort we will provide you with:

1. Thirty + clock hours of Basic Sexual Assault Awareness Training, 8+ hours of CSEC 101 Training and ongoing training provided by the agency.
2. Monthly Volunteer Meetings Tuesday afternoons.
3. Back-up support and supervision when you are providing direct care advocacy services to individuals impacted by sexual violence.

IN ORDER TO PROVIDE THE BEST SERVICE TO OUR CLIENTS WE ASK THAT YOU AGREE TO:

1. Uphold the agency’s Confidentiality Policy and Mandatory Reporting Policy.
2. Attend all Volunteer Meetings and required trainings. If you must miss a meeting, then that must be communicated with the Volunteer Coordinator and Director in advance and a makeup meeting be scheduled/completed.
3. Abstain from using or being under the influence of alcohol or drugs during your shift work.
4. Complete all required paperwork (Mandatory Reporting Form, etc.) fully, correctly, and honestly.
5. Make a **minimum of a 6 month commitment to a one-year commitment** to volunteering with our agency, even if your internship is limited to a time frame that is less than this. The 6-12 month time frame begins from your first shift upon completing necessary training.
6. Uphold STRAPWA Policies and Procedures.

I have read and understand the responsibilities of STRAPWA regarding my volunteer hours. I understand that I may be terminated as a volunteer for failure to fulfill these



responsibilities. I understand that I may also be terminated for unsatisfactory work performance as determined by my supervisor, or if I am charged with a crime of abuse, assault, and neglect or charged with any felony.

Advocate signature Date

Supervisor's signature Date

ADDITIONAL INSTRUCTIONS TO COMPLETE THIS APPLICATION:

- 1) Please complete **Section A only** of the **WSP Background Check Form** on the following page.
- 2) When submitting this application - whether by scanning/email or bringing it in hard copy to your interview - please be sure to also attach a recent copy of your **resume and references**.
- 3) Follow-up by scheduling/confirming your interview with the appropriate staff member.

