



3122 Gibbins Road Duncan, BC V9L 1G2 Email: cvhospice@shaw.ca www.cowichanvalleyhospice.org
Phone : 250-701-4242 In Ladysmith: 1-888-701-4242

*Thank-you for considering volunteering for Cowichan Valley Hospice!
We really appreciate your interest!*

Volunteer Training Application Information

If you wish to apply to volunteer with hospice, please note the following information:

- Course fees are generally \$135.00, which includes \$125 for tuition and books and \$10 for society membership. However, it is important to us that this fee not be an impediment to you becoming our valued volunteer so if this fee poses any difficulty for you financially, please speak to our Training Coordinator and your fees can be re-assessed or waived. Fees can be fully paid upon acceptance or in instalments.
- All volunteers are required to join the Cowichan Valley Hospice Society as a member in good standing (in order to be covered under our non-profit liability insurance coverage) and to keep membership paid up to date annually for as long as you continue to be a CVHS volunteer. Currently, basic membership fees are \$10 annually.
- All vehicles used by volunteers for Hospice business require liability insurance coverage of \$2,000,000 and a copy of your car insurance is required for inclusion in your volunteer file.
- Your application must be completed, signed, and dated and your application package must be complete (including a signed confidentiality agreement and two character reference letters) and approved by the time of the last screening interview prior to the commencement of training. If approved to enter the Volunteer Training program, you will be asked to release to C.V.H.S. a criminal record check

and to take relevant documentation to your local detachment of the RCMP prior to training start date.

- Training modules should not be missed. If you are accepted into the training, you are committing to full attendance unless you are ill or urgent family matters require your assistance. Any missed modules will need to be made up in full prior to the commencement of volunteering. However, in certain situations where you are able to give us advance notice of a missed module at the time of your application, we may make alternate arrangements.
- Cowichan Valley Hospice is committed to excellence in service delivery for our clients and therefore all volunteers are evaluated to ensure they are committed and competent to commence work with our clients. To this end, final evaluations after completion of Volunteer Training will be completed by the Training Facilitator(s) in collaboration with your own self-evaluation. You will meet with CVHS staff to offer us your feedback regarding the training and also to receive your own evaluation information from us. At that time, you will be informed as to whether you have been formally accepted as a volunteer, if further experience or training is needed for client work, or to discuss whether another type of valued volunteer activity might be a 'best fit' for you.
- All Hospice volunteers, upon successful completion of Volunteer Training, are expected to periodically attend volunteer meetings and/or ongoing Advanced Training workshops provided by CVHS in order to stay current as a hospice volunteer and to update their skills and knowledge.

