

# Volunteer Process



1. Volunteer applicant completes and submits the online volunteer application and on the Grace website.
2. The Community Engagement Director follows-up and sets up a Zoom or in-person meeting (depending on the position) with volunteer candidates and the department supervisor to discuss the position further and answer any questions he/she may have. Clinical volunteers and potential Interns will be invited to come to Grace for an interview, tour and meeting to answer questions.
3. If the candidate is approved, then the next step is for the new volunteer/intern to attend Volunteer Orientation which is held on Wednesdays, 10 – 11:30 am at Grace Medical Home. We recommend attending orientation closest to the start date.
4. Following orientation, the Community Engagement Director sends an email connecting the volunteer/intern with their department supervisor who schedules their volunteer shifts.