



VOLUNTEER FORM

PLEASE READ THIS FIRST:

Club HEAL believes in nurturing positive and meaningful experiences between volunteers and clients. Do join us if

- You have the heart to befriend those with mental illness
- Aged between 18 - 55 years old
- Able to attend Club HEAL's training sessions
- Able to volunteer Mondays-Fridays from 9am - 1 pm.
- Able to commit a minimum of 6 months after being confirmed as a volunteer

This is how you can become a volunteer in Club HEAL.

<p>1. Complete the Club HEAL Training programmes (Please check Club HEAL's website, Facebook or email healingfriends@clubheal.org.sg for the next session)</p>	<p>There are a few training sessions namely: Programme B: Understanding Mental Illness, Treatment Modalities, Importance of Rehabilitation, Community Resources, Communication, Crisis Intervention for Suicide & Aggression Programme C: Roles of Volunteers, Home visits, Managing difficult situations, Scenarios/ role plays. Programme D: Dementia - Normal Ageing, Dementia S & S, Management, Living with Dementia</p>
<p>2. Screening of all applicants</p>	<ul style="list-style-type: none"> • Club HEAL reserves the right to accept or decline applicants based on their interests/ availability and the current needs of Club HEAL's clients. • Selected applicants will undergo an interview session with the volunteer coordinator and a counsellor. Priority will be given to applicants who have the necessary skills, experiences, temperament and are able to accommodate Club HEAL's rehabilitation centres schedules which operate from <u>Mondays to Fridays from 9am - 1pm</u>
<p>3. Probation of up to 3 months</p>	<ul style="list-style-type: none"> • During the probation period, applicants will assist the staff at Club HEAL's rehabilitation centre from 9am - 1pm at least once a week during weekdays over the next three months. • Applicants may withdraw at any time should they feel uncomfortable with the environment • Applicants have the option to talk to a counsellor should they experience any disturbing incidences • Applicants will be assessed based on feedback by the staff and clients at the end of the probation period
<p>4. Congratulations! You are a Club HEAL volunteer!!</p>	<ul style="list-style-type: none"> • The volunteer coordinator will endeavour to match volunteers to the relevant activities/clients. Please understand that this process is on a needs basis and may take some time. • Volunteers who have completed their probation and are able to commit at least 12 hours a week over a period of at least 6 months may be enrolled into the NCSS Healing Friends programme where they will receive a token of \$5 per hour up to a total of 48 hours a month.
<p>5. Record keeping</p>	<ul style="list-style-type: none"> • Each volunteer will keep a record of each encounter with the assigned client so as to track the progress of the clients and the effectiveness of the volunteer
<p>6. Support group</p>	<ul style="list-style-type: none"> • Volunteers should attend a monthly support group sessions so as to share issues, learn from other volunteers and provide feedback for the improvement of the system.



What are your responsibilities as a volunteer?

1. Accompany counsellors during home visits

Subject to the agreement of the client, counsellors will bring along a volunteer to support him or her, or in some instance to balance off the gender difference. PMHI, caregivers and undergraduates who have undergone the relevant training will be given priority. Volunteers must be able to accompany the counsellors during office hours.

2. Befriend clients who are home bound

Volunteers may be asked to befriend clients who are home bound on a weekly or fortnightly basis and engage them with specific activities. Such sessions will be directed by the counsellor in charge in order to achieve a certain outcome. During the visits, volunteers may conduct activities similar to those in the rehabilitation centres or accompany clients out of their homes.

3. Accompany clients who needs assistance getting to Club HEAL's centres for rehabilitation

Subject to availability, Club HEAL tries to help clients who have difficulty getting to the rehab centres through volunteers who may be in the proximity. Such arrangement may be short term or long term depending on the recommendation of counsellors.

4. To assist the programme executive in running the daily programme by attending to specific clients.

Volunteers assisting in the rehab centres will be assigned a client who may require specific attention within the group. While the programme executives are conducting their sessions, volunteers will befriend the client and assist them with their activities.

5. To assist clients who are undergoing training at the pushcart

As part of their rehabilitation, some clients may be assigned to the Club HEAL pushcart at IMH where they have the opportunity to interact with the public and learn skills which may help them secure jobs in the future. Assigned volunteers will be part of the team, leading by example and guiding the clients as they arrange, promote and explain the items to clients, record sales and packing the items again at the end of the day.

If you are comfortable with the above process and responsibilities, please proceed to complete the application form.



Name (as in passport)		Gender F/M		Please insert photo here
<input type="checkbox"/> Singaporean/ <input type="checkbox"/> Singapore PR <input type="checkbox"/> Others:_____		NRIC No		
Date of Birth	Occupation	Highest Educational Qualification		
Home Address				
Contact Numbers	WhatsApp	SMS	Call	Email
In case of emergencies, please contact person/s (provide name, relationship & contact numbers)				
Skills & Experiences <input type="checkbox"/> Social Work/ Counselling/ Job coaching <input type="checkbox"/> Allied health professional <input type="checkbox"/> Education/ Special Needs Education <input type="checkbox"/> Sports/ Physical Education <input type="checkbox"/> IT Skills <input type="checkbox"/> Music/Instruments played <input type="checkbox"/> Dance/Drama <input type="checkbox"/> Arts & Handicraft <input type="checkbox"/> F&B/ Food Nutrition <input type="checkbox"/> Others:_____				
Do tell us about any work/ volunteering experiences which would benefit Club HEAL's clients:				
Availability: <i>Please note that Club HEAL rehabilitation centres operate Mon- Fri from 9am - 1pm</i> <input type="checkbox"/> Mondays <input type="checkbox"/> Tuesdays <input type="checkbox"/> Wednesdays <input type="checkbox"/> Thursdays <input type="checkbox"/> Fridays <input type="checkbox"/> Sat/Sun <input type="checkbox"/> I can commit 12 hours a week <input type="checkbox"/> I can commit _____ hours a week				
Please tick the areas you are interested in volunteering in: <input type="checkbox"/> to accompany counsellors during home visits <input type="checkbox"/> to befriend clients who are home bound <input type="checkbox"/> to accompany clients who needs assistance getting to Club HEAL's centres for rehabilitation <input type="checkbox"/> to conduct a specific workshop/programme at the centres - eg woodwork, cooking <input type="checkbox"/> to assist the programme executive in running the daily programme <input type="checkbox"/> to assist clients who are undergoing training at the pushcart <input type="checkbox"/> to be involved in publicity/ educational talks/ fundraising activities for Club HEAL <input type="checkbox"/> Others:_____				
I confirm that all the information provided above are accurate. I understand that Club HEAL reserves the right to accept or decline my voluntary services depending on the match between my interest/ availability and the current needs of Club HEAL's clients. I shall be responsible for my safety and that of my belongings. Club HEAL shall be indemnified against all claims for injury or lost/ damage of my personal property during my voluntary activities. I shall abide by the terms and conditions of Club HEAL and will maintain the confidentiality of information given by the staff/ volunteers/ clients.				

Name & Signature

Date

Applicant contacted