

Mission Hospital High School Auxiliary Program Overview

Eligibility: Students must be in their freshman, sophomore, or junior year of high school to apply and be turning 15 years of age by February 1 of the following year. (Exceptions can be made on grade level based on age). High School volunteers are expected to volunteer on a weekly basis **year-round until they graduate from high school**. The Auxiliary does not offer “summer only” volunteer positions.

Application Process: Due to the popularity of our program and the limited number of positions available, applications of interest are accepted once a year, open on September 1st, and are due by the 3rd Monday of October. Applications received prior to or after this date will not be accepted. You may send any inquiries to mhauxiliary@providence.org.

Two letters of recommendation are required of the student, one coming from a teacher while the other comes from a coach, mentor, or supervisor at the time of application.

A **minimum 300-word personal statement** as to the student’s desire to volunteer must accompany the application in addition to responses to the following **personal insight questions (minimum 150 words each)**:

- a. In your opinion, what is the most important quality for a hospital volunteer to possess, and how do you think this quality can benefit the people you encounter? Please share specific examples.
- b. Describe a time you took initiative to improve a situation, solve a problem, or help someone without being asked. What led you to act? If you could change anything about your actions, what would you change? Please include specific details.
- c. From your knowledge about our hospital and program, share with us what excites you, opportunities you look forward to, and why our program stands out to you. What challenges do you anticipate being in this role and how do you plan to overcome these challenges?

A **resume (NO photo)** is also required.

Upon review by the Mission Hospital High School Auxiliary Executive Board and Manager Volunteer Services, interviews will be granted to prospective candidates who show great promise to enter the program. If accepted after the interview stage, prospective volunteers will move to health clearance. Prospective volunteers receive a TB test (Quantiferon blood test) through the hospital and show records of Hepatitis B, Measles, Mumps, Rubella (MMR), Varicella, and flu vaccines. If a candidate has their COVID vaccine records, they must submit them as part of the health clearance check. However, it is no longer a requirement to have had the COVID vaccine.

Accepted students must attend mandatory **registration, orientation, department specific training, and shadowing shifts** prior to beginning in the program. There will also be a one-time membership fee of \$125 which covers an identification badge, blue Auxiliary polo shirt and jacket. Volunteers will be required to purchase black khakis, and black or white shoes.

Volunteer Positions: Typically, the earliest students begin volunteering (following the application and health clearance period) is March. Students are assigned based on projected attrition (graduating seniors) or newly created positions. Students will complete a department preference survey during their registration day to be assigned to their first department in the program. Typical shift assignments are scheduled for four (4) hours each week, Monday-Friday 4 – 8 p.m., or Saturday-Sunday from 8 a.m. – 12 p.m., 12 – 4 p.m. or 4 – 8 p.m.

For any additional questions and/or to learn more about Mission Hospital, please visit our website at www.providence.org/MissionHospitalVolunteers, you may also call 949-364-1400 ext. 7944 or send an e-mail to mhauxiliary@providence.org.