



Volunteering at Northern Montana Hospital

Northern Montana Hospital is actively looking for men and women of all ages to join our Volunteer Services team. The [Volunteers' Mission](#) is to assist the professional staff, residents, and families to lead healthier and happier lives, while providing a meaningful and rewarding experience for the Volunteer. They are truly a vital part of our healthcare team. Volunteer opportunities are available for:

- Adults – The core of our team
- Teenagers – Student “Volunteers”

Northern Montana Hospital is committed to the health and well being of our entire community. Volunteers provide a very valuable service to our organization, assisting us in providing services that in many cases would not be available without their help. And volunteering provides each individual an opportunity to feel vital and contribute to his or her community in a meaningful way.

NMH is a place where medical miracles happen almost daily. We are a place where knowledgeable, caring professionals use their skills to provide excellent care at the patient's bedside, in the “homes” of the residents who live at our Care Center, and to outpatients being cared for by their families. It's a place where healing can come, not only by medical and surgical intervention, but also by the touch of a hand, a shared smile or a knowing wink. Truly a place where volunteers can make a difference in the lives of the clients we serve on a daily basis-because volunteers supply that special human connection. It's that connection that can transform a foreboding maze of hallways and treatment rooms into a cozy corner of the world.

How do I become a Volunteer?

If you are interested in volunteering, please complete the [application form](#), and have someone who is familiar with you and your work ethics complete the [reference form](#). When you have completed these, either call us or stop by the Volunteer office and we'll set up an interview time to discuss your interests, talents and scheduling needs.

What is the required commitment?

As a volunteer, you have the ability to be flexible in your commitments. You may sign up for as many hours as you feel you have to give each month. That may be 2 hours every week in a set work area, or helping out with one special function for the month. There are as many areas of volunteer service at NMH as there are individual interests. Northern Montana Hospital values the dedication and many hours of service its volunteers give us each year. [Benefits of volunteering include free yearly flu vaccinations yearly Appreciation Luncheons given in their honor, and complimentary lunches in the hospital cafeteria when working extended shifts.](#)

We thank you for your interest in being part of our healthcare team. Your gift of volunteering is a wonderful way to strengthen our organization, and our entire community!

Sincerely,
Mim Tchida
Supervisor of Volunteers
406-262-1330
tchimim@nmhcare.org



Volunteer Application

Personal

Circle one:

Title: Miss Mrs. Mr. Ms.

Name _____ Today's date _____

Address _____ Telephone _____

City _____ ST _____ Cell phone _____

Zip _____ Date of birth _____

E-Mail _____ Are you a year round resident? ___

If no, please list the months of the year you are gone: _____

Tell us about yourself & background _____

How did you learn about Volunteering at Northern Montana Hospital?

What experiences do you hope to gain from volunteering?

What previous Volunteer work have you done in the community? _____

Please list any special skills that you would like us to be aware of (i.e. - computer knowledge, musical instruments, etc.)

Special needs or limitations

Personal Physician _____

In Emergency Notify

Name _____ Relationship _____

Telephone: Home () _____ Work () _____

Employer Name _____ City/ST/Zip _____

Current Employment Information

Company _____ Telephone () _____

Address _____ City _____ ST _____

Position _____

Hours _____

May we contact you there if necessary? _____

Acceptance of Terms

As a Volunteer for Northern Montana Hospital, I accept the following terms for the completion of my application:

1. I understand that a background check will be conducted prior to acceptance into the Volunteer Program.
2. I will attend Orientation, complete initial 2-step TB testing and attend yearly Safety Education sessions as required.
3. I agree to represent Northern Montana Hospital in a professional manner and adhere to all hospital policies, including the **Confidentiality Policy** and the **Code of Professional Conduct Policy** at all times.
4. I will take any concerns, problems or suggestions to the Director of Volunteer Services or his/her Assistant.

I certify the information I have provided is true and complete to the best of my knowledge. I realize this information is confidential and will be used only to determine my eligibility to work in patient areas.

Signed: _____ Date



Personal Reference Form

(To be completed by co-workers, supervisors, business associates, personal acquaintances)

The mission and vision of Northern Montana Hospital is to deliver high quality, comprehensive health care services and, be the provider and employer of choice to the Hi-Line Communities. Our volunteers play an integral role in delivering quality services by generously providing many extra services that supplement the essential functions of our professional staff. Our volunteers must possess self-motivation and maturity. We appreciate your completing this form so that we may make a decision on the applicant's ability to fulfill the responsibilities involved in our volunteer program.

Volunteer Services
P.O. Box 1231,
Havre, MT 59501
(406) 262-1330

Name of applicant: _____

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Please fill out the following with this rating score criteria:

- 1 = Outstanding
- 2 = Very Good
- 3 = Fair
- 4 = Needs Improvement

<u>Displays courtesy, tact and patience</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>Works well with a diverse population</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>Exhibits interest and enthusiasm</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>Accepts supervision in a positive way</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>Seeks opportunity to improve and advance</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>Is dependable and punctual</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>

Other comments: _____

Date: _____

Printed Name _____

Signature _____

Address _____ Phone _____