



We're Here for Life.

620 N. Main, Harrison, AR • 870-414-4000  
www.narmc.com

# Volunteer Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Birthday: \_\_\_\_\_ (year optional)

E-Mail Address: \_\_\_\_\_

## REFERENCES

If presently employed, name of firm \_\_\_\_\_  
Position \_\_\_\_\_ Phone # \_\_\_\_\_

Previous Employer \_\_\_\_\_  
Position \_\_\_\_\_ Phone # \_\_\_\_\_

Personal Reference  
Name \_\_\_\_\_  
Phone # \_\_\_\_\_

Personal Reference  
Name \_\_\_\_\_  
Phone # \_\_\_\_\_

Have you volunteered for this organization before? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you been or are you now employed with our hospital? \_\_\_\_\_ Yes \_\_\_\_\_ No

Previous volunteer experience \_\_\_\_\_

Indicate hobbies, special interests, skills, or talents \_\_\_\_\_

Personal skills or talents \_\_\_\_\_

Have you been convicted of a felony in the past seven years? \_\_\_\_\_ If yes, explain details and disposition of case. \_\_\_\_\_

Are there any work activities or conditions you must avoid? \_\_\_\_\_

I would be willing to serve in the following areas:

- |                         |                               |                     |
|-------------------------|-------------------------------|---------------------|
| _____ Reception Desk    | _____ Nightingale's Gift Shop | _____ Clerical      |
| _____ Health Screenings | _____ Visitor Escort          | _____ Thrift Shop   |
| _____ Mail Distribution | _____ Comfort Cart            | _____ Gold Club     |
| _____ Fund Raising      | _____ Auxiliary Leadership    | _____ Fund Raising  |
| _____ Surgical Hostess  | _____ Baby Booties            | _____ Cash Register |

Other \_\_\_\_\_

Describe, in a few words, why you would like to volunteer for NARMC \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Hours and Days available to volunteer \_\_\_\_\_

Emergency Contact: \_\_\_\_\_  
Name Phone # Relationship

Emergency Contact: \_\_\_\_\_  
Name Phone # Relationship

Signature \_\_\_\_\_ Date \_\_\_\_\_

The above information is accurate to the best of my knowledge.

Your signature indicates approval for us to check references/criminal background.

The organization is not obligated to provide a placement for you,  
nor are you obligated to accept the opportunity offered.

Opportunities for volunteers are provided with out regard to  
religious preference, creed, race, national origin, age, or any other legally protected status.

# VOLUNTEER OPPORTUNITIES

***You can make a difference in the lives of our patients, families, and our community.***

***Lobby Information Desk*** Volunteers greet and direct patients and visitors to destinations within the medical center. A knowledge of hospital services is helpful. Excellent customer service is required. M - F, 8 am - 4 pm

***ER /Admissions Information Desk*** These volunteers greet and direct patients and visitors to destinations within the medical center. They tidy the waiting room and serve coffee to visitors. They transport patients and paperwork from Admissions to the medical floors. M - F, 8 am - 4 pm

***Nightingale's Gift Shop*** Volunteers assist customers in the selection of gifts. Cash register experience is helpful but not required. They may also deliver gifts to the medical floors. M - Sat, 8:30 am - 4 pm

***Thrift Shop*** Prepare donated items for sale. Volunteers are needed to sort, wash, iron, and price clothing. Retail or cash register experience is a plus. This is a fun, but faster paced volunteer position. Hours are flexible.

***Surgical Hostess*** Be a comforting presence and provide medical updates to families and visitors. Serve coffee and assist in making patient charts. 7:00 am - Noon, or later if surgery schedule is busy. Some afternoons.

***Comfort Cart*** Visit patient rooms to provide compassionate support. Your duties might include delivering magazines, bringing warm blankets, or opening mail. You can brighten the day by spending time with patients who are lonely or just want someone to chat. Flexible hours.

***Gold Club/Volunteer Services*** Gold Club volunteers benefit the lives of those age 55 or better by helping with newsletters, educational programs, or delivering meal tickets to Gold Club members who are hospitalized. Volunteers in this area also help with various projects in the Volunteer Services Office.

**Health Screenings** Assist with answering phones to make appointments prior to the screening or help on screening day with paperwork, refreshments, or seating. Medical professionals may help with flu shots, blood pressure checks, or other medical services.

**Fundraising Events** Volunteers plan and implement various sales throughout the year. Sales may include Linen, Uniform, Jewelry, Bath & Body, and more.

**Booties, Caps, Turbans, Bears** Do you like to sew, knit, or crochet? The Auxiliary provides booties and caps for our newborns, turbans for cancer patients, and bears for children in the Emergency Room. Materials and patterns are provided.

**Clerical** Duties and service assignments vary. Provide support by filing, stuffing envelopes, answering phones, making copies.

**Volunteer Leadership** If you have strong people and management skills, we invite you to share them in a leadership roll. Auxiliary Chairpersons train, schedule and direct the course of NARMC volunteers.

***If you would like to share your time and talents, please contact the Volunteer Coordinator at (870) 414-4622***