

01/14/2009

Dr. Maureen Sullivan
116 N. Murray
Oklahoma State University

RE: Volunteers/Interns

Dear Dr. Maureen Sullivan,

First of all, I want to say that our agency appreciates all of your referrals to our office for individual who desire to volunteer. We appreciate all of their hard work in the past.

Volunteer hours, job shadowing, and/or internships are often required in many classes. I am contacting you to let you know that our agency is in need of volunteers.

Every volunteer at SDVS have the opportunity to be fully trained in handling a crisis situation. The training consists of agency services, expectations of volunteers, crisis intervention, communication, community resources, legal issues and family violence information. Training is mandatory in order for volunteers to be familiar with the agency laws, regulations, etc. The 10 hours of training are provided by SDVS.

Volunteering with Stillwater Domestic Violence also offers flexibility to work with student who may have a very busy schedule during the week but free time on weekends or evenings. Hours can be worked at our shelter during the evenings and on weekends after training has been completed.

Volunteers play major roles at Stillwater Domestic Violence Services, Inc. The following are some of the many areas volunteers are utilized at our agency:

Transportation-This is an area where volunteers can assist in transportation of clients and their children to appointments within the community.

Relief Nursery worker- Assisting with children during relief nursery hours and also hours in the evening during times that the parents are in group counseling.

Shelter Workers- Volunteers are needed for advocacy to shelter clients. Within the shelter there are many areas in which a volunteer can be of assistance.

Office Workers- SDVS is always in need of office assistance. Volunteers are need to make copies, type, run errands, answer phones, filing, etc...

Attend Court Hearings- Volunteers can assist the Victim's Advocate by attending assigned court hearings with victims and their families. These hearing are usually dealing with Protective Orders.

Crisis Line- SDVS volunteers can be trained to answer the 24 hour crisis line, assisting individuals that are experiencing domestic violence and sexual assault.

If you have any students that are interested in volunteering please have them pick up a volunteer packet at our office and set up an appointment to speak with Peggy Fleschute, Volunteer Coordinator or Harmony Holcomb, Assistant Volunteer Coordinator.

Sincerely,

A handwritten signature in cursive script that reads "Harmony Holcomb".

Harmony Holcomb
Assistant Volunteer Coordinator
405-377-2344

Stillwater Domestic Violence Services, Inc.
Volunteer/Internship Program

Volunteer experiences look great on a resume and provide a great opportunity to put newly acquired skills into practice. It is the desire of our agency to provide the opportunity and experience to those individuals who are interested in working in a social services environment. In the past we have had volunteers from many fields including: Sociology Department, Human Development and Family Science, School of Applied Health and Educational Psychology, Business, Psychology Department, Counseling Psychology, Marriage and Family Therapy, and Community and School Counseling.

Training is provided to every individual who volunteers with our agency. Training provided by this agency includes: overview of agency services, expectations of volunteers, crisis intervention, ethical issues in working with victims, communication skills, community resources, legal issues and family violence information.

Volunteer Opportunities with Stillwater Domestic Violence vary depending on the amount of time a volunteer is able to commit and upon the individual needs of the volunteer/intern. .

Short Term Volunteers

Volunteers who are with our agency for a brief period of time have the opportunity to be trained in the dynamics of domestic violence. They will receive an overview of what services the agency provides to victims of domestic violence and sexual assault.

Opportunities within our agency include: working with office staff to gain knowledge of the operations of our agency, assisting with setting up files which are used by the counselors, filing, receptionist duties, working on various projects that are ongoing with our agency. Another opportunity is working with staff on community outreach projects.

Depending on when the volunteer is working, there is opportunity to work directly with both shelter and non-shelter clients. Opportunities may include assisting clients with transportation needs to and from appointments, assisting with our relief nursery program, and/or spending time with clients and their children in our shelter.

A short term volunteer can expect to have a brief experience with working in a social services environment.

Long Term Volunteer/Interns

There are more extensive opportunities in which to gain experience working with victims for those volunteers who are going to be working with our agency for an extended period of time, such as individuals who must meet internship requirements. Some of these opportunities include: observing and/or assisting with group counseling, parenting classes, children's services at our office and shelter, more extensive interaction with shelter clients and children, community outreach projects/presentations, training for answering our 24 hour crisis line, individual and family services, and court related advocacy experience.

Sexual Assault Response Team

For those individuals that are interested in being on a Sexual Assault Response Team, there is opportunity for training in this area. An individual does not have to be a volunteer with Stillwater Domestic Violence to be a part of the Sexual Assault Response Team.

Volunteer

Stillwater Domestic Violence Services, Inc. offers a wide range of possibilities for highly motivated individuals.

Opportunities include community education, relief nursery, crisis line, shelter work, office assistance and coordinating donations.

For more information contact:
Peggy Fleschute, Volunteer Coordinator or
Harmony Holcomb, Assistant Volunteer Coordinator
(405)377-2344

SDVS
Parent's Assistance Center
115 East 4th
Stillwater, OK 74074

**Stop
Domestic
Violence**

