



Steps for Becoming a Silver Hill Volunteer

- Volunteers must be age 18 or older.
- Please go to <http://www.timecounts.org/silver-hill-hospital> to apply to become a volunteer. You will need to create a free TimeCounts account in order to apply.
- If there are available positions for which you are qualified, the Director of Experience and Engagement will schedule an initial in-person meeting to learn about your background and interests and then determine the “best fit” for you.
- If you are approved for a volunteer role, you will be asked to complete and sign our registration and policy forms, including providing authorization for Silver Hill to conduct a criminal background check. We cannot schedule you for an assignment until these documents are submitted.
- If you are selected for volunteer service, you will provide a reference from a nonfamily member using the attached form that you will give to your reference. We can also email the form to you upon request.
- If selected as a volunteer, arrange to attend a hospital orientation if this works with your schedule. Hospital orientations are from 10:00 a.m. to 5:00 p.m. on the first Monday of the month except when a first Monday falls on a holiday. In these months, the orientation is on the second Monday of the month. The orientation is held in the Studio Conference Room, located on the second floor of the Doctor’s Office Building.
- If you cannot attend a hospital orientation, then arrange for a separate time for you to receive an orientation with the Volunteer Services Director.
- You are required to produce documentation of a negative PPD (TB screening) within the past 12 months. If you have not had a recent PPD, it is offered at the hospital orientation but you must also be able to return 48-72 hours after the PPD is planted to have it read (i.e., the Wednesday or Thursday of the same week). If you cannot return to Silver Hill within 48-72 hours, then please arrange to have the PPD done at your doctor’s office, student or employer’s health office, or walk-in clinic. Please ask for documentation and provide it to the Director of Volunteer Services.
- You must be in good health and able to perform the duties described in your volunteer job description. Please inform the Volunteer Services Director if you have any physical restrictions. Volunteers serving as recreation volunteers in the gymnasium are required to sign a Release and Waiver form.