
Impact Giver (Individual) – Application Form

Dear Prospective Impact Giver,

Impact Giver?

At St Joseph's, our volunteers are not just our 'hands and legs' or 'extra manpower' for tasks that few Singaporeans want to take on. Our volunteers are our valued partners in creating actual impact for our residents through long-term projects. They are our Impact Givers.

Because increasingly, we realise that no one person or organisation has all the answers to some of society's toughest and biggest challenges - overcrowded hospitals, nursing homes at full capacity, people who worry about whether or not they will have enough to retire, to care for themselves should something happen...

We need to create a *Solution Economy* where businesses, governments, social organisations and individuals team up to address those challenges. We also need *Impact Investors* passionate about generating a specific beneficial social effect in addition to financial gain.

These ideas put together, forms our mission towards our volunteers and of the future of volunteering – strategic partnerships with time, energy and money invested to create the greatest impact for our residents and to address the deeper issues facing the eldercare sector.

We are rethinking the way we engage you, our Impact Giver. And we hope you would do the same with us and our residents.

To help you determine if St Joseph's is the place for you to create the sort of meaningful impact you've always dreamed of, we encourage you to first (i) complete the [screening tool](#), then (ii) review the [list of impact giving opportunities](#).

Once you are sure that you would like to partner us, fill in this application form and email it back to us. Alternatively, you could bring it along with you to your first interview with us.

To schedule an interview slot, email or call us. The interview lets us better understand you and vice versa. This will enable us to find a better fit between you and our projects. Likewise, it could also clarify your thoughts about partnering us.

Having decided on the Impact Giving project you'd like to take up, you would need to complete a mandatory 1-day orientation and training programme for all new Impact Givers.

This journey may take some time, but it will all be worth it. If you have any questions, feel free to contact us at volunteer@stjh.org.sg or call 6268 0482.

Thank you for your interest,
The Volunteer Management Team
St Joseph's Home

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Impact Giver Application Pack

Potential Impact Givers are encouraged to go through the entire pack before scheduling your first interview with us.

1. Complete the [screening tool](#) to determine if St Joseph's is indeed the place for you.
2. Refer to the [list of Impact Giving Opportunities](#) to see if they are suitable for you and which interest(s) you. If you are not able to get to it online, call us to find out more or to have the list faxed / emailed to you.
3. Once you have decided on the project you would like to take up, fill in the application form below and email it back to us
4. Book an interview slot with us by either emailing (volunteer@stjh.org.sg) or calling us (6268 0482) with two preferred dates and time.
5. Attend the interview and take your application form along if you have not already emailed it to us. You should hear back from us within a month from the interview date. If you are successful, you will be notified of the next training date and time.
6. Attend the mandatory 1-day training programme.
7. Start creating the impact you've always imagined!

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Impact Giver Requirements

Minimum Age: Impact Givers must be at least 16 years old.

Frequency and Duration: Impact Givers must commit to a minimum of 2 impact projects a year or a minimum of 8 hours of service per month for at least six months. Depending on the project nature, the 8 hours can be split into any of the following combinations: (i) 2 hours each week over 4 weeks, (ii) 4 hours each fortnight or (iii) 8 hours in one day. Impact Projects are defined as projects that St Joseph's Home requires help in but for which it does not have the expertise e.g. review / drafting of the home's legal policies / procedures. The outcome of such impact projects should substantially benefit the home. 'Substantial benefit' will be determined by the home.

Application Process: Prospective Impact Givers must first complete and submit the [screening tool](#) before filling in the application form and making an appointment for an interview with the volunteer department at St Joseph's Home. Prospective Impact Givers will be reviewed and considered based on their interests, level of demonstrated commitment, skills / competencies / personality and availability of Impact Giving positions.

Orientation and Training: Successful applicants will need to undergo one day of training consisting of (i) half-day orientation programme which provides an overview of the home, resident profile and impact giving framework and (ii) a half-day basic communication with seniors workshop + infection control and safety protocol session.

Attendance: Impact Givers are expected to meet their commitments to their scheduled service hours. Supervisors and/or the volunteer department must be notified of any absences in advance as soon as possible. After 3 consecutive unexcused absences without notification, St Joseph's Home reserves the right to terminate the services of an Impact Giver. All Impact Givers must sign-in and -out when reporting for service. Failure to do so will result in service hours not being recorded.

Performance Review: A performance review will be conducted after the first three months and thereafter, yearly. This is to ensure a sustained meaningful experience for both the Impact Giver and our residents.

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After you have completed this application form, kindly email it to us at volunteer@stjh.org.sg or take this along with you for your first interview with the volunteer department staff at St Joseph's Home.

All information provided will be kept in strictest confidence.

Submit 2 recent passport size photos – 1 for record, 1 for the Impact Giver Identification Tag

SECTION 1: PERSONAL PARTICULARS

*please circle/tick as appropriate

Salutation: *Ms / Mrs / Mdm / Mr / Dr		
Full name (underline surname):		
Name to be shown on the identification tag:	NRIC / FIN No:	Nationality:
Race:	Gender: *Male / Female	Date of Birth: (DD/MM/YYYY)
Age[^]: [^] We require Impact Givers to be at least 16 years old		
Address:		
Contact number: (Home)		(Mobile)
Email:		
Occupation: *Student / Working Adult / Home maker / Retiree / Self-employed / Others Name of School / Organisation (if applicable):		
Parent's / Guardian's name (if Impact Giver is under 16 years old):		
Person to contact in case of emergency:		
Name:		Relationship:
Contact Numbers	(Home)	(Mobile)

SECTION 2: ABOUT YOU

Is this your first time volunteering? * Yes / No			
If no, please share more about your past volunteering experience(s).			
Organisation name	Period of service	Description of volunteer work	Name of reference and contact number

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What did you enjoy most about your past volunteering experience(s)?			
Skills / gifts / other experiences you feel will be useful in creating impact for the residents at St Joseph's Home: (e.g. playing musical instruments, making people laugh, coaxing seniors to take part in activities etc)			
Languages spoken: *English / Mandarin / Malay / Tamil / Mandarin Dialects (pls specify below) / Others (pls specify below):			
Are you required to volunteer? (e.g. to fulfil your school's requirements) * Yes / No If yes, please explain for what purpose:			
If you have chosen to volunteer with us of your accord, please explain why. Was there something specific about our programme / St Joseph's Home that attracted you to join us? If so, please elaborate			
What sort of impact do you hope to create?			
Tell us a bit more about your personality. How do you think it can help you create the impact you've always imagined at St Joseph's Home?			
Are you willing to commit to the minimum number of service hours? *Yes / No			

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SECTION 3: AVAILABILITY AND YOUR IMPACT GIVING PROJECTS

How would you like to partner St Joseph’s Home?	
* regular basis (at least 8 hours / month for at least 6 months) / ad hoc basis / 2 impact projects yearly	
If you selected ‘regular basis’ above, how often can you serve?	
* weekly (min 2 hours) / fortnightly (min 4 hours) / monthly (min 8 hours)	
When can you start the project? (day) _____ (month) _____	
If you selected ‘2 impact projects yearly’ above, what sort of impact projects are you keen to work with St Joseph’s Home on?	
For projects on a regular basis, please indicate which <u>Impact Giving projects</u> you would like to take up: (maximum of 2)	
<input type="checkbox"/> Journey Companions	<input type="checkbox"/> Prime Time projects
<input type="checkbox"/> We are Family projects	<input type="checkbox"/> Non-resident Interaction projects
<input type="checkbox"/> Roving Act projects	<input type="checkbox"/> Staff-related projects
Please specify the particular project(s) you would like to take up under the broad category/ categories that you have chosen above:	

SECTION 4: HEALTH AND OTHER DECLARATION

Have you taken the latest flu vaccination? (if you circled ‘yes’, please provide the vaccination date: _____)	* Yes / No
Are you suffering from any psychiatric or mental illness?	* Yes / No
Have you ever been found guilty of any crime or are there any pending criminal charges awaiting a hearing in a court of law?	* Yes / No
Are you required by court order to serve volunteer hours or corrective work orders?	* Yes / No
If you answered yes to any of the above questions, please provide details:	

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I would like to be kept updated of the activities and Impact Giving opportunities at St Joseph's Home. * Yes / No

The best way to contact me is through phone email snail mail

As our parent organisation, Catholic Welfare Services may, from time to time, ask us for information pertaining to our volunteers. For instance, they may want to seek our volunteers' help to assist them in their own activities or the activities of the other charities under their umbrella.

Do you agree for your information to be made accessible to Catholic Welfare Services and for them to contact you for whatever reason? * Yes / No

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Declaration

I certify that the information provided in this application is true and correct. Failure to do so could result in a termination of the volunteer partnership with St Joseph's Home.

With my consent, I understand that this information may be disclosed to any party within St Joseph's Home (STJH) with proper interest in the volunteer programme and will indemnify STJH from any liability whatsoever for supplying such information under the specified circumstances.

I understand that I must be at least 16 years of age to volunteer at STJH and if I am under the age of 16, I will need parental consent.

I allow STJH to contact my references to verify information provided or to provide further information relevant to the volunteer position I have applied for.

I also agree to observe the necessary safety precautions and conditions, as advised by STJH staff, in the course of my volunteer service. I hereby indemnify STJH from any claims and liability of any nature if I fail to do so.

I am agreeable for St Joseph's Home to take, record and use my photo, name, image, voice, interview for its publicity materials for the purpose of enabling St Joseph's Home to further its mission in the community.

For applicants above 21 years old

Name: _____ NRIC / FIN Number: _____

Signature: _____ Date: _____

For applicants under 21 years old

I, _____ (Name and NRIC/FIN Number), allow my

*child / ward _____ (Name and NRIC / FIN

Number) to volunteer at STJH. I understand that by signing on the below, I am agreeable to all the clauses stated as above.

Signature of * Parent / Guardian: _____ Date: _____

Contact Number: _____ (Home) _____ (Mobile)