

VOLUNTEER APPLICATION & INTERVIEW PROCESS

*Minimum age to requirement to volunteer is 17. Volunteers under the age of 18 are required to complete a "State of Michigan Work Permit" available at all high school offices.

*Candidates must be 19 years of age or have completed freshman year to volunteer in the Emergency Department.

*Determination of placement is based on background check, available openings, ability and interest.

STEP 1: Complete Application Packet

Application packet includes:

- Application
- Confidentiality Statement
- Background Check Information Permission Form
- Statement of Understanding
(2 copies – keep one for your records and sign & return one copy)
- Volunteer Application Questionnaire
- Volunteer Parking Registration form

Return to Volunteer Services: Volunteer Services - MMC - 1105 Sixth St. - Traverse City, MI 49684

STEP 2: Complete & Return Application Packet

Call 935-5129 to schedule an interview.

Volunteer Services Office 1150 Medical Campus Drive in the Garden Level

- Take Division Street/US 31/M37 to Eleventh Street.
- Turn onto Eleventh Street.
- At the first stop sign, turn RIGHT on to Elmwood Avenue.
- Take the first LEFT onto Medical Campus Drive.
- Follow Medical Campus Drive past the Munson employee parking garage.
- Just past the garage exit, turn right into the visitor parking lot at 1150 Medical Campus Dr.
- Volunteer Services offices are down the stairs in the Garden Level.

Theresa Stachnik, Manager
(231) 935-7455 or tstachnik@mhc.net

Cathi Consolino, Dept. Secretary
(231) 935-5129 or cconsolino@mhc.net