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WEBSITE: [www.TorranceMemorial.org/volunteer/opportunities/high-school-program/](http://www.TorranceMemorial.org/volunteer/opportunities/high-school-program/)

## HIGH SCHOOL STUDENT VOLUNTEER PROGRAM INFORMATION SHEET

Torrance Memorial Medical Center is a nonprofit community medical center that is proud to host hundreds of adult and high school volunteers who help us meet the healthcare needs of our community. High school volunteer orientations are held two times per year and are **by invitation only** after submitting a pre-application online.

### REQUIREMENTS FOR JOINING:

- ✓ Age 14-18 and attending high school in grades 9, 10, or 11 at time of orientation.
- ✓ Commit to entire 13-month volunteer opportunity with either a weekly 2-hour assigned shift from 4:00pm-6:00pm weekdays or a 4-hour assigned shift on alternating weekends 9:00am-1:00pm or 1:00pm-5:00pm.
- ✓ Complete and submit a pre-application online (dates when application will be available online are announced on website).
- ✓ Provide white top, white pants, white support shoes with non-skid soles and white shoelaces. (Torrance Memorial will provide blue uniform jacket and ID badge).
- ✓ Able to perform Escort Services errands such as pushing a patient in a wheelchair, delivering flowers or other items, transporting lab specimens, delivering charts, and other various tasks.
- ✓ Provide friendly and attentive service to patients, visitors, and staff.
- ✓ *Vaccine requirements: Flu shot is required November 1 – April 30. COVID-19 vaccination requirement includes providing documentation of receiving updated COVID-19 vaccine (2023-2024 formulation) or sign a declination form and wear a mask in all locations on campus during respiratory illness season (November 1 – April 30).*

### MANDATORY PARTICIPATION IN THE FOLLOWING:

- ✓ **Upon invitation**, attend a Student-Parent/Guardian information meeting prior to orientation.
- ✓ **Upon invitation**, attend a two-day orientation held from 5:00pm-7:30pm for a total of 5 hours.
- ✓ Obtain Tuberculosis (TB) Screening provided by Torrance Memorial at no cost.
- ✓ Complete 16 hours of initial training in our Escort Services department to learn hospital layout, terminology and procedures.
- ✓ Upon completion of Escort Services training, submit Escort Training Competency form and blue “Volunteer in Training” pin.
- ✓ Maintain consistent attendance on scheduled volunteer shifts.