

Dear Parents or Caregiver,

Your son or daughter has chosen to apply to be a Junior Volunteer at Tanner Health System this summer. We have set some dates for the initial interviews and also for the orientation. We realize that these dates might conflict with other plans that you may already be committed to, but unfortunately we just cannot find a time to suit everyone. We will try to work with you on alternate interview times, but the orientation for those accepted into the program on May 5<sup>th</sup> will not be offered again.

We will be calling to set up an interview time after we receive the application. Because of the large volume of applications that we receive, we will only be able to attempt a call twice, and after that it is your child's responsibility to call us at 770-836-9251. Applicants must have a 3.0 GPA and a letter of recommendation by one teacher or faculty member to bring to their interview.

The program is set up into three sessions. Session 1 runs June 1<sup>st</sup> – June 11<sup>th</sup>, Session 2 June 15<sup>th</sup> – June 25<sup>th</sup> and session 3 July 6<sup>th</sup> – July 16<sup>th</sup>. Junior Volunteers will work everyday Monday through Thursday for 2 weeks in the area in which they are assigned. The shifts they can choose from are 1<sup>st</sup> shift 8:30 a.m. – 12:30 p.m. and 2<sup>nd</sup> shift 12:00 p.m. – 4:00 p.m. Please already have discussed the best shift for them to volunteer before orientation when they will sign up for the facility, session, shift and area of their choice.

We try to make this a summer of learning and exploring and ask your cooperation in making sure that the Jr. Volunteers live up to the commitment that they have made to the hospital. We take pride in the professionalism of this program, and ask them to take pride in the job that they do. If they are accepted into the program, they will receive a letter of instruction as well as some permission forms for you to sign. Junior Volunteers must be 13 by June 1<sup>st</sup>.

We are looking forward to meeting your children and making this an exciting experience for them.

Sincerely,

Beth Born  
Volunteer Services Coordinator  
705 Dixie Street  
Carrollton, GA 30117  
770-836-9251  
bborn@tanner.org