

Documentation of Volunteer Hours

Please remember to fill in your volunteer hours as Direct Service time EACH time you come to the CAC. Volunteer time is totaled monthly, and it is critical that we have an accurate total of hours. "Direct Service" hours are used for matching purposes for some of the Center's grants. Direct Service is considered to be any "client centered" work, not just the face to face contact.

Client Observation Form

The form, which is likely to be edited from time to time, is used to get feedback about our clients, particularly clients who may be at the CAC for a first time appointment. Often there is a noticeable change in the child's fear/anxiety after their initial visit, and we want to find a way to capture this change for measuring how the CAC is helping kids. You may be asked to fill out this form after spending time with kids.

Take Care of Yourself!

Please share with staff things that are difficult for you, or questions you may have about the process. Volunteers are a critical part of the Center's activities, and often first contact a child and family has with the Center.