



## ALTERNATIVES TO VIOLENCE OF THE PALOUSE

Help for victims and survivors of domestic violence and sexual assault

25 years of leadership in advocating for non-violent families, relationships and communities.

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### Frequently Asked Questions: Volunteering and Internships

#### ► Why should I get involved with ATVP?

Volunteering and interning with ATVP is an excellent way to give to your community. It provides you with experiences and in-depth training and skill-building. You will have the opportunity to support and empower victims and survivors of violence and work toward creating a non-violent society. This opportunity gives you an insight and transition into law, social services, healthcare, counseling, or law enforcement careers.

#### ► What kind of opportunities will I have as a volunteer?

Opportunities range from taking our 24-hour hotline on evenings and weekends, helping with support groups, hanging fliers around the community, and putting a face on ATVP at outreach and fundraising events.

#### ► What kind of internship opportunities do you offer?

Interns have the opportunity to be involved beyond (and in addition to) staffing the 24-hour crisis hotline. Jobs include working on projects, preparing outreach materials, secretarial tasks, and assisting with client paperwork. In addition, interns have the opportunity to provide advocacy at support groups, occasionally assist shelter staff, help with transportation for clients, and more.

If accepted for an internship, students work with the Volunteer and Intern Coordinator to design a mutually beneficial program. At this time, all interns work primarily at the Moscow office, however this does NOT mean that advocates from Whitman County are excluded.

#### ► What requirements are there to be a volunteer or intern?

You must be at least 18 years old, with a driver's license, and an insured working car. Also, it is important to have an open mind and a desire to work with people.

#### ► How do I apply to become a volunteer?

Before becoming a volunteer, you must turn in an application, 3 references, and sign an advocate program agreement. All of these documents can be downloaded from our [volunteer page](#).

(<http://community.palouse.net/ATVP/Pages/Volunteering/Volunteer.html>)

**► How do I apply to become an intern?**

As most of our work centers around clients, we typically prefer interns to be trained as advocates, though some exceptions may be made. Most interns continue to volunteer on the hotline in addition to office and/or shelter duties.

If interning for credit, it is best to begin the process well before you intend to start. For example, students who would like to intern in the spring should attend the fall advocate training.

The process starts the same as applying to volunteer on the hotline...

You will first need to fill out the volunteer application and provide a resume and cover letter. The document can be downloaded from our [volunteer page](http://community.palouse.net/ATVP/Pages/Volunteering/Volunteer.html).  
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There is a separate questionnaire/application to fill out before meeting with the VIC.

During the application process you get to choose your emphasis; whether it's domestic violence, sexual assault, or even technology safety. We can structure your internship around your skills and interests.

**► Where do I send my application?**

Please e/mail your applications to:  
Alternatives to Violence of the Palouse  
ATTN: Tiffany  
PO Box 8517  
Moscow, ID 83843  
[atvpmoscow@turbonet.com](mailto:atvpmoscow@turbonet.com)

Or, you can drop your application off at one of our public offices:  
Moscow Office: 627 N. Van Buren, Suite 2  
Pullman Office: 1125 NW Nye Street, Suite A

**► What kind of training will I need before becoming a volunteer or intern?**

Volunteer advocates must complete 45 hours of training. The training is offered once per year and includes education about domestic violence, sexual assault, personal safety, advocacy-based support, empowerment, and local resources.

It is necessary for advocates to be open-minded and non-judgmental both in their approach to their pre-service training. Advocate training is a major commitment in terms of time and energy, in an attempt to prepare future volunteers to promote ATVP's mission and service provisions.

During the training you will become prepared to deal with crisis situations. ATVP policies and procedures and ethics are explained during this time.

ATVP will also be training their advocates to work with victims of crime under our new VOCA grant from the Office of Crime Victims Advocacy. Advocates will be prepared to offer assistance, support, and referrals to victims with all crimes of robbery, burglary, arson, identity theft, human trafficking, homicide, and harassment.

**▶ When does training start?**

The dates for the fall advocate training are typically around late-September and early-October. We try to hold training on weekends and weekday evenings whenever possible. Spring trainings are offered based on need for additional volunteers, staff availability, and funding.

**▶ Is there on-going training after we are contracted?**

Yes, our volunteers and interns are required to attend monthly advocate meetings and complete ongoing training requirements (30 hrs. per fiscal year).

**▶ What kind of time commitment do I have to make as a volunteer?**

Volunteers need to commit to a full school year or a 12 month time period.

We require that volunteers commit to at least two hotline shifts a month. This means one 16.5 hour shift and one 24 hour weekend shift. The hotline is a cell phone that is carried with you, so you do not have to be at the office for the shift.

**▶ Can I apply for just a fall semester?**

No, we need a year long commitment because of the lengthy training process.

**▶ Will I be working in unsafe conditions?**

We try to limit the unsafe conditions as much as possible. We have policies in place to keep our interns and volunteers safe.

**▶ How many volunteers will there be?**

The ideal is to have 20 volunteers, but there is not a limit set.

**▶ Will I be working alone if a crisis occurs?**

No, there will be three staff on call when you have the crisis hotline.

**▶ Are there any mandatory fees?**

No, there are not any mandatory fees. Donations are accepted for the training materials, which cost \$20 to produce and \$10 for the criminal background check.

**▶ What restrictions are there for being a volunteer or intern?**

You must pass the criminal background check, be able to respect client confidentiality, and work without discrimination.

► Can I receive college credit for doing an internship?

Yes, interns can frequently arrange to earn class credit for their time in areas of study such as sociology, psychology, human development, women studies, and justice studies.

► Can I receive college credit for volunteering?

Students attending Washington State University or the University of Idaho should check with their respective schools' Students in Service Scholarship program.

- University of Idaho students interested in enrolling in an Americorps service scholarship program at the University of Idaho, contact Steve Janowiak at [janowiak@sub.uidaho.edu](mailto:janowiak@sub.uidaho.edu) or by calling (208) 885-6331.

- Washington State University students, call (509) 335-0578 or visit the Center for Civic Engagement webpage, and click on "Getting Started" to access the instructions page.