

# frequently asked questions

## ❖ **How do I apply to be a volunteer?**

- Contact Lindsey Hill at (317) 968-9048 or [lhill@thetangramway.org](mailto:lhill@thetangramway.org) for details on volunteering. To apply, visit Tangram's Career page at [www.thetangramway.org/careers](http://www.thetangramway.org/careers) and click the blue button to view positions and apply. Choose any volunteer position listed (those with "Volunteer" in the title).

## ❖ **Do you have group volunteering opportunities?**

- Tangram has very few group volunteering opportunities on an annual basis, but they do exist. Past opportunities have included outdoor/landscape maintenance at Tangram or client-owned properties, events like our Halloween party, board retreat, and holiday gift wrapping, and other one-time opportunities. If you would like to discuss the possibility of a group volunteer opportunity with Tangram, please contact Lindsey Hill at (317) 968-9048 or [lhill@thetangramway.org](mailto:lhill@thetangramway.org).

## ❖ **Do you have internship opportunities?**

- Tangram posts paid and unpaid internships to local colleges and IndianaIntern.net for the spring, summer, and fall semesters. You can inquire about the availability of these internships by contacting Shannon Sutterfield at (317) 968-9068 or [ssutterfield@thetangramway.org](mailto:ssutterfield@thetangramway.org).

## ❖ **Are there age requirements for volunteers?**

- Most of Tangram's volunteer opportunities require volunteers to be 18 years of age or older. Select one-time opportunities do not have this requirement.

## ❖ **What are the training requirements for volunteers?**

- All volunteers, except one-time volunteers who do not have client contact, are required to complete an application, background check, drug screen, TB test, and a brief (2 hour) orientation. Volunteers in the Community Connections position are required to undergo additional training since they are working one-on-one with Tangram clients. This training includes volunteer orientation, CPR/First Aid certification, client-specific training, defensive driving, vehicle inspection, and a matching meeting. Tangram works with volunteers to help them complete their training requirements in a way that is convenient for the volunteers.

## ❖ **Is there a minimum time commitment for any of Tangram's positions?**

- For most positions, there is no minimum hours requirement. We do ask a minimum of a 6 month commitment for our Front Desk and Community Connections volunteers. Front Desk volunteers typically work a minimum of 4 hours per week and Community Connections volunteers are encouraged to meet with their buddy at least once per month.

## ❖ **Other questions?** Contact Lindsey Hill at (317) 968-9048 or [lhill@thetangramway.org](mailto:lhill@thetangramway.org) or visit our website at [www.thetangramway.org](http://www.thetangramway.org).