



Dear Prospective Teen Team Member,

Thank you for your interest in joining the Teen Team at the Ronald McDonald House of Dallas. The Teen Team exists to assist the House in meeting its mission of serving families with seriously ill or injured children. Through a variety of volunteer projects and special events, the Teen Team helps to raise awareness and interest in the Ronald McDonald House of Dallas in the community.

The 2017-2018 Teen Team will serve from September 2017 through July 2018. You are qualified to be on Teen Team if you are an incoming freshmen, sophomore, junior or senior in high school. Accepted Teen Team members must be able to attend a Teen Team Orientation meeting **either Saturday, September 16th from 2:00 – 3:00 pm or Sunday, September 17th from 2:00-3:00 pm**. Participation is required at one Trains at NorthPark shift and four other service activities throughout the year. Service activities include hosting bingo nights, preparing meals and volunteering at the Trains at NorthPark amongst other scheduled family activities. Please take into account your personal and school schedule and the Teen Team requirements before you apply to be a member.

All of the materials in this packet and \$50 application fee must be received by the RMHD Volunteer Coordinator by **July 7, 2017**. Applications received after July 7th will only be considered if the Teen Team is not full. Late application fee is \$75. Late Applications will be accepted from June 8th – Sept 17th. We select participants for the program based on his/her qualifications. Applicants will be notified of their acceptance by e-mail.

Please do not hesitate to contact me with questions. We look forward to working with you!

Sincerely,

Volunteer Coordinator
volunteer@rmhdallas.org

TEEN TEAM FACT SHEET

PURPOSE OF RONALD MCDONALD HOUSE OF DALLAS

Ronald McDonald House of Dallas provides a home-away- from- home for seriously ill or injured children and their families while the children are receiving treatment in a Dallas area hospital.

PURPOSE OF THE TEEN TEAM OF THE RMHD

The purpose of the Teen Team is to assist the House in meeting its mission of serving families with seriously ill or injured children and to provide an opportunity for teens to learn more about the operations of a non-profit organization.

TEEN TEAM DESCRIPTION

Throughout the year, Teen Team members will plan and attend various service events that support the families that stay at RMHD. Events include preparing breakfast, washing cars, hosting activities for children and families, assisting with third-party events and fundraising. Teen Team is a great opportunity to give back to your community while gaining experience in service, leadership and fundraising.

MANDATORY ORIENTATIONS

Accepted members will receive an orientation from the Ronald McDonald House of Dallas. You must attend one of the Teen Team Orientations which will be held **either Saturday, September 16th from 2:00 – 3:00 pm or Sunday, September 17th from 2:00-3:00 pm** at the Ronald McDonald House of Dallas, 4707 Bengal Street, Dallas, Texas 75235.

PROGRAM COMMITMENTS

A one- year commitment with the possibility of continued service throughout high school years

A \$50 Teen Team membership fee (*cash or check made out to the Ronald McDonald House of Dallas; fee collected at the Teen Team Orientation- **do not send fee with application!!***)

Attend four service activities between September 2017 and July 2018

Attend at least one volunteer shift at the Trains at NorthPark; November 18th, 2017 – January 17th, 2018

Attend a mandatory Teen Team Orientation either Saturday, September 16th from 2:00-3:00 or Sunday, September 17th from 2:00-3:00 at the Ronald McDonald House of Dallas

www.rmhdallas.org

Ronald McDonald House of Dallas
TEEN TEAM APPLICATION 2017-2018

Name _____
(Last) (First) (Middle) (Preferred Name)

Home Address _____

City, State, Zip _____

Birth Date _____ T-shirt Size Small Medium Large X-Large

E-Mail Address _____

(Please list the email address you check the most. Teen Team correspondence is mainly via email.)

Cell Phone _____

High School _____ Grade _____

I am an NEW or RETURNING Teen Team Volunteer.

- If returning, I have served _____ number of years on Teen Team.

Why are you interested in serving on the Ronald McDonald house of Dallas Teen Team Leadership?

What clubs, sports or activities are you involved in?

What characteristics will you bring to the Teen Team as a member?

Do you have room in your schedule to commit to the RMHD Teen Team? Are you available on evenings and weekends to attend 4 service activities between September – July as well as a Trains shift between November-January?

Please offer two suggestions of service activities you believe the families would enjoy during their stay at the Ronald McDonald House of Dallas. (*Attach additional pages if necessary*)

Thank YOU!

Please consider serving as a part of Leadership of Teen Team. If you would like to lead, please complete the leadership application following the Parental Consent Form.

Parental Consent Form

(Required for youth volunteers under 18 years of age)

I hereby give consent for my child (name of youth volunteer) _____ in regard to the above-named volunteer's participation with the Ronald McDonald House of Dallas and the Teen Team of the Ronald McDonald House of Dallas. I HEREBY AGREE to release and hold harmless the Ronald McDonald House of Dallas, the Teen Board of the Ronald McDonald House of Dallas and its agents, employees and representatives from any and all liability of any kind or nature whatsoever in connection with any loss, damage, or expense suffered or incurred by the above-named youth volunteer as a result of an act or failure to act, intentional or unintentional, by (I) any person who is not an agent, employee or representative of the Ronald McDonald House of Dallas or the Teen Team of the Ronald McDonald House of Dallas, or (II) any other youth volunteer.

In the event of a medical emergency and efforts to reach the parent or guardian are not successful, I also authorize the Ronald McDonald House of Dallas, and its adult agents, employees or representatives into whose care the volunteer has been entrusted to consent to any X-RAY examination, anesthetic, medical or surgical diagnosis or treatment and hospital care to be rendered to the volunteer under the general supervision of the Medical Practice Act or to consent to any X-RAY examination, anesthetic, dental or surgical diagnosis to treatment and hospital care to be rendered to the volunteer by a dentist licensed under the provision of the Dental Practice Act.

I hereby consent to the use of my/my child's name, likeness, and speech in any audio tape, video tape, film or photograph made in any Ronald McDonald House of Dallas and Teen Team of the Ronald McDonald House of Dallas activity for the business or publicity purposes of Ronald McDonald House of Dallas. I understand that any participation offers no remuneration and that my child's name, likeness and speech may be edited, produced, recorded for duplication and distribution throughout the United States and abroad. I expressly release the Ronald McDonald House of Dallas, its licenses, assignees, affiliates and successors from any privacy, defamation, or other claims I may have arising out of broadcast, exhibition, publication, or promotion of this program.

Name & Signature (Parent or Legal Guardian of Youth Volunteer)

Date

Parent's Email _____

Parent's Cell _____

Preferred Hospital in case of an emergency: _____

LEADERSHIP APPLICATION 2017-2018

*If you are interested in being a part of the leadership team, please complete the following.
Leadership volunteers help plan, organize and lead events and activities.*

TEEN TEAM COMMITTEES

All leadership team members must commit to actively participate in a committee. Committees will meet quarterly to plan events and activities. Which committee(s) are you interested in joining?

Circle as many as are applicable.

Fundraising Committee – plan and organize fundraising opportunities

Holiday Committee – plan and organize events centered around national holidays for the families at RMHD

In-House Activity Committee – plan and organize activities for the families of RMHD

Membership Committee – recruit future teen team members, coordinate end of year party, get feedback from members, facilitate ice breakers and team cohesiveness at events.

Communications and Marketing Committee – create fliers and advertise teen team events, take pictures for social media, design t-shirt for upcoming year

Why are you interested in this committee(s)?

TEEN TEAM OFFICERS

Are you interested in being an officer? YES or No If so, which position(s) are you interested in? Circle as many as are applicable. All positions have training opportunities. Descriptions of each position are attached.

President

Fundraising Chairperson

President Elect

Fundraising Chairperson-Elect

Secretary

Event Chairperson

Treasurer / Time Keeper

Event Chairperson-Elect

Membership Chairperson

In-House Activity Chairperson

Membership Chairperson-Elect

In -House Activity Chairperson-Elect

Why are you interested in this position(s)?

What personal experience have you had with volunteering?

Have you ever been in a leadership position? If so, please explain

What one thing have you done in regards to volunteering that has given you the greatest personal satisfaction?

Are there any additional comments you would like the application review team to consider?

TEEN TEAM OFFICER JOB DESCRIPTIONS

All Officers MUST remain in good standing & attend the following:

PRESIDENT:

-Set the agenda, attend, and preside over quarterly officer meetings and make sure they process in an orderly and efficient manner. The president also check in with officers throughout the year.

PRESIDENT-ELECT: [2017-2018]

-Assist the President in overseeing all of their responsibilities.
-In the absence of the President and Immediate Past President, perform all the Presidential responsibilities.
-Will be President during the August 2018- July 2019 time period.

SECRETARY:

-Attend all quarterly officer meetings and keep a record of proceedings. Must send copies of the minutes to board members within a week after each meeting
-Record and track volunteer hours' monthly
-Work with Communications/Marketing Chairperson to send out items to entire membership as needed

TREASURER:

-File reimbursements to RMHFW Staff for officers and members
-Run a quarterly report of finances for general leadership meetings
-Active participant in the Fundraising Committee

MEMBERSHIP CHAIRPERSON:

-Aid the President in planning orientation
-Attend quarterly meetings
-leading the membership committee
-New volunteer recruitment (work with Communications/Marketing chairperson)
-Plan and oversee the Volunteer Appreciation Event

FUNDRAISING CHAIRPERSON:

-Work with and oversee the Fundraising Committee
-Work on any additional fundraising opportunities

FUNDRAISING CHAIRPERSON-ELECT: [2017-2018]

-Assist the Fundraising Chairperson in overseeing all of their responsibilities.
-In the absence of the Fundraising Chairperson, perform all their responsibilities.
-Will be Fundraising Chairperson during the August 2018- July 2019 time period.

HOLIDAY CHAIRPERSON:

-Oversee and plan Holiday events
-Work with Volunteer Director to oversee Holiday events

EVENT CHAIRPERSON-ELECT: [2017-2018]

-Assist the Event Chairperson in overseeing all of their responsibilities.
-In the absence of the Event Chairperson, perform all their responsibilities.
-Will be Event Chairperson during the August 2018- July 2019 time period.

IN-HOUSE ACTIVITY CHAIRPERSON:

-Oversee and plan activities for the house
-Plan & preside over quarterly In-House Activity Meetings

COMMUNICATIONS/MARKETING CHAIRPERSON:

-Work with and oversee the Communications and Marketing Committee
-Coordinate print materials & social media posts
-Work with the RMHFW Marketing Staff to approve all materials



To apply for Teen Team, please submit the following:

- Copy of application
- Signed Parental Consent Form
- \$50 application fee
 - *Late applications will be accepted from July 8th – September 17th, for a late application fee of \$75.

Return all application materials by **Friday, July 7th to:**

Ronald McDonald House of Dallas

Attn: Volunteer Coordinator

4707 Bengal Street

Dallas, TX 75235

Email: volunteer@rmhdallas.org

Fax: 214-631-1527

You will receive word on the status of your application via email.

The Mandatory Teen Team Orientation meeting will be held **Saturday, September 16th from 2:00 – 3:00 pm or Sunday, September 17th from 2:00-3:00 pm**. You will receive an email from the Teen Team in August with more information about the calendar.

For questions or more information, please contact:

Volunteer Coordinator at 214-624-5357 or volunteer@rmhdallas.org