



Welcome Interested Volunteer,

Thank you for your interest in volunteering with Anova; formerly Sexual Assault Centre London (SACL) and Women's Community House (WCH).

This information package will give you more details about becoming a volunteer with us.

At Anova trained volunteers form the foundation of our organization and play a vital role in the delivery of service.

We want your experience as a volunteer to be mutually enjoyable and beneficial. We cannot do this without our volunteers; we want our team to be a place of belonging, learning, community mobilizing and impact. Use your passions and skills to make a difference in our community.

Please take a look through this information package and return the application to [volunteer@anovafuture.org](mailto:volunteer@anovafuture.org) or you are welcome to drop off your application at any of our locations (101 Wellington Rd, 450 Clarke Rd or 255 Horton St. E Suite 5).

We are looking forward to hearing from you soon!

Your Volunteer Coordinators;

Carolyn Smale [carolyns@anovafuture.org](mailto:carolyns@anovafuture.org)  
Chantelle Lowes [chantellel@anovafuture.org](mailto:chantellel@anovafuture.org)



The founding organizations of Anova have been part of the London community since 1975. We are driven by 4 pillars to end gender-based violence in the community of London & Middlesex:

Shelter  
Support  
Education  
Advocacy

### **Our Vision**

An inclusive world of shared power where everyone lives freely without fear of violence.

### **Our Mission**

Creating communities of safe spaces.

Compassion  
Healing  
Renewal  
Hope  
Resilience

Advocating for social & political change

### **Core Values**

Grounded in our feminist roots, we value:  
Equality, Respect, Integrity, Connection, Accountability

### **Who We Serve**

ANOVA provides a variety of services to survivors and those impacted by gender-based violence which include: Shelter, Counselling, Crisis & Support Line, Outreach, Public Education, advocacy and much more.



## **If You Are a Survivor of Violence**

We have learned from volunteers who are survivors that it is important to have a clear understanding of how the violence has impacted one's life. We also know that although violence impacts each person uniquely, lived experience can be valuable to support and understand where another survivor is in their journey.

Working in this environment can bring old memories forward and stir up many feelings. We ask, therefore, that volunteers who are survivors be at a place in their healing journey where they can cope with these memories and feelings.

Due to confidentiality and safety if you have accessed Anova services it is requested that you wait 1 year before applying and pursuing becoming a volunteer.

## **Diversity**

As part of Anova's work against oppression, we strive to reflect the diversity of the communities we serve. Volunteers who are, First Nations, Métis, Inuit, immigrant, refugee, LGBTQ+, from the Trans community, racialized communities, and those with varying abilities, are encouraged to apply.

***As a volunteer you will become a community mobilizer helping us create safe(r) inclusive communities.***



## **Volunteer Opportunities Include:**

### **Internal Shelter Opportunities**

- Child Care
- Kitchen Support
- Donations Support

### **Outreach Opportunities**

- Crisis & Support Line (Must be 18yrs+)
- Accompaniments (Must be 18yrs+)
- Public Education (Community Events, Anova Awareness)
- Office Supports

### **Other Opportunities**

- Retail at Mine 101 Store
- Committees
- Fundraising
- Family Court Support
- Special Projects

## **Requirements:**

1. 15 years of age or Older (Must be 18yrs of age for Crisis & Support Line or Accompaniments)
2. Ability to provide a Vulnerable Sector police check before completion of training.
3. Act within the spirit of our Vision/Mission/Core Values.
4. Adhere to our policies and procedures.
5. Maintain confidentiality as outlined in the Confidentiality Policy.
6. Commit to the time requirements
7. Attend all required training sessions and/or orientation sessions.



## Role Commitments:

We try to offer as much flexibility as we can for our volunteers, recognizing the gift of freely offering your time.

All of our opportunities (except Crisis Line) do not have a minimal time commitment requirement; however we do have regular need for specific areas.

<b>Volunteer Need</b>	<b>Need Frequency</b>
Child Care	Weekly
Kitchen Support	Weekly
Donation Support	Any Time
Public Education	As Requested 9am-10pm
Office Support	As Requested 9am-7pm
Accompaniments	As Requested 24hrs
Retail at Mine 101	
Special Projects/Committees/Fundraiser	As Requested
Family Court Support	As Requested

## Crisis & Support Line Commitment Required

Crisis Lines are unpredictable both in volume and content and so it's important to always be prepared for high volumes of calls with people trained and equipped to support them. Having consistent volunteers on the crisis line allows us to ensure that quality care is given to the callers on the line. Our shift expectations each month are required to ensure the skills of our Crisis Line Volunteers remain current, relevant and competent.

Monthly Expectation: 12hrs per month. Shifts are 3hrs in Length.



## Process to Becoming a Volunteer

1. Once we receive your application, you will be invited to a screening interview and/or orientation with the Volunteer Coordinator(s). If both you and the interviewer agree you are a good candidate, you will be invited to enter the training program.
2. Although prospective volunteers will complete an initial screening interview, training is an on-going screening process and the training coordinator will address concerns as they come up.
3. Training attendance is mandatory.
4. You will be asked to show us a current (within 6 months) Vulnerable Sector police check by the end of training.

## Food for Thought:

Volunteering at Anova enables you to practice and build skills that will help you in your future endeavors. Our Volunteer Coordinators are happy to provide letters of volunteer confirmation throughout your time volunteering, however letters of reference will be provided upon request once you've volunteered for the course of 1 year. Any exceptions to this will be at the request of the volunteer and the discretion of the volunteer coordinators.

Anova accepts all individuals as potential volunteers. Anyone who is interested is eligible to apply for a position.



### Training Requirements:

Training requirements vary depending on your volunteer interests and are as follows:

<b>Volunteer Position of Interest:</b>	<b>Training Hour Commitment:</b>
Seasonal/Special Events, Donation Sorting & Mine 101 Retail Store.	15 hours of in-class training + On-Site Orientation
Kitchen Support and Child-minding	18 hours of in-class training + On-Site Orientation
Crisis & Support Line, Public Education, Office Support & Accompaniments	40 hours of in-class training + On-Site Orientation

Applicants are welcome to attend additional training modules if they'd prefer regardless of their primary area of interest.

### Training:

In-Class Training is available multiple times throughout the year. Training is integral to becoming a volunteer and is mandatory. Please contact either of our volunteer coordinators to find out when the next training sessions will be running.

### IN CLOSING

You have reached the end of the information package. Hopefully, it has given you the information you need to make your decision. If you have questions or require more information, please feel free to contact us at the office or through e-mail at [volunteer@anovafuture.org](mailto:volunteer@anovafuture.org)  
We are looking forward to meeting you.



## Volunteer Application Form

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Primary Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

1. Are you 15 years of Age or older:

Yes                       No    If no, what is your age \_\_\_\_\_

2. What is your primary volunteer area of interest?

\_\_\_\_\_

3. What other areas of volunteering are you interested in? Check all that apply:

Crisis & Support Line (18yrs +) –Answered only by women identified individuals	
Accompaniments (18yrs +)	
Office Support/Reception coverage	
Child Minding	
Season/Special Events & Fundraising	
Public Education	
Kitchen Supports	
Donation Supports	
Mine 101 Retail Store	





4. Have you ever used any of Anova's services?

No                       Yes    If yes, when? \_\_\_\_\_

5. What is your present occupation, or what previous work have you had? If you are a student, what program and what year of your program are you in?

---

---

---

---

6. What qualifications, skills or experience can you share as a volunteer?

---

---

---

---

7. Why are you interested in volunteering with ANOVA?

---

---

---

---



8. Is there any other relevant information you would like to share.

---

---

---

---

9. A Vulnerable Sector Police reference check is required for all volunteers with our agency. This involves a check of police records. Would you be willing to have a security check completed?

Yes

No