

Sojourn

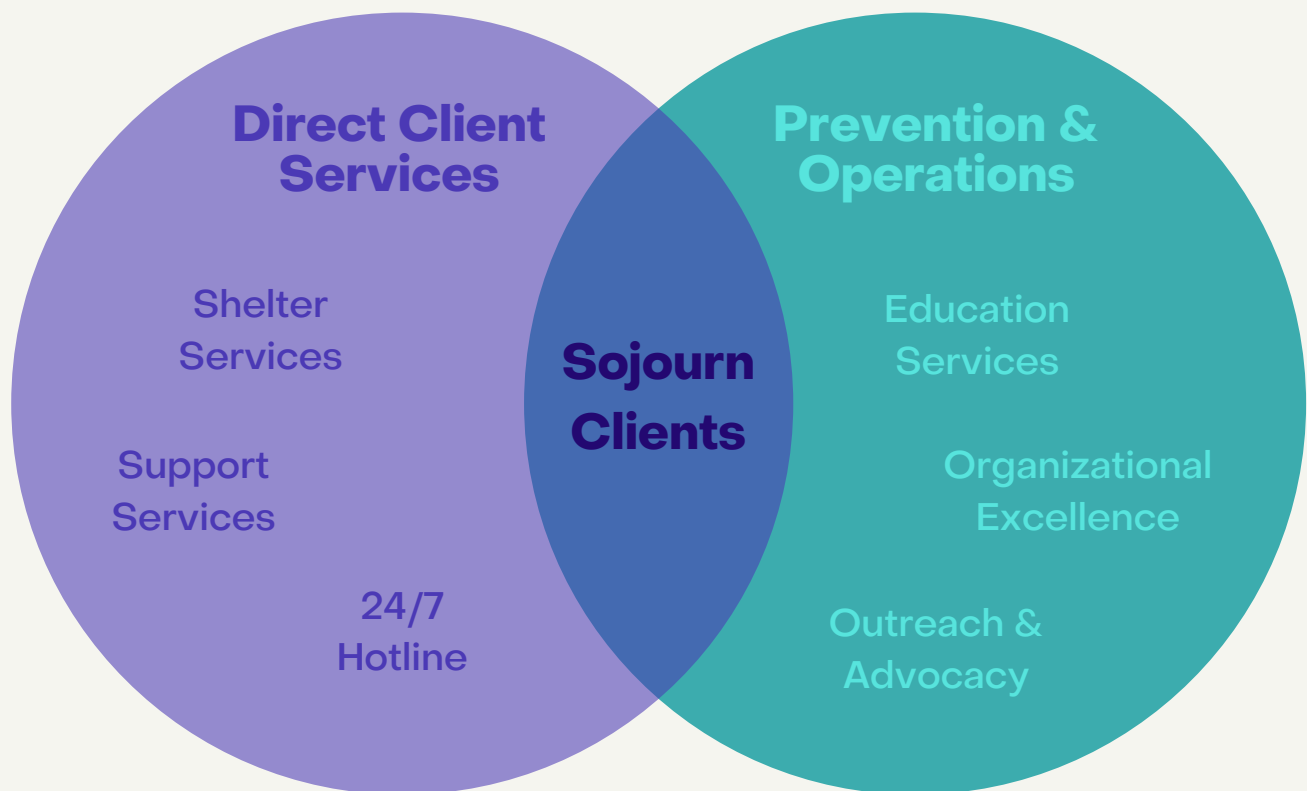


**SOJOURN**  
**VOLUNTEER**  
**PROGRAM**

# ABOUT THE PROGRAM

The Sojourn Volunteer Program has been around for over 30 years, ensuring our clients receive the best DV services possible. Sojourn volunteers assist across a range of programs, including the shelter program, support services, and the outreach and education department.

These various programs are separated into two main volunteer areas: Direct Client Services and Prevention & Operations, the breakdown of which can be found below:



Some of the opportunities included under these areas include working our 24/7 hotline, facilitating peer support groups, assisting with community trainings, and more! However, regardless of the track chosen, **all volunteers must complete the 40-Hour Domestic Violence Counselor Advocacy Training.**

# THE 40-HOUR DV TRAINING



Completion of this training meets the requirements set by California Evidence Code 1037.1 for designation as a Domestic Violence Counselor. After completing 40 hours of training, graduates shall receive a Certificate of Completion that will enable them to pursue volunteer and employment opportunities working directly with survivors of domestic violence.

## ABOUT THE TRAINING

This comprehensive training is intended to provide attendees with the foundational knowledge required to provide direct client services. Depending on the time of year, the training may be fully on Zoom, fully in-person, or a combination of both.

- History of DV
- Overview of DV
- Dynamics of DV
- Legal Overview
- DV & Disability
- DV Impact on Children
- Teen Dating Violence
- Cultural Responsiveness
- Elder Abuse
- Criminal Law
- DV Restraining Orders
- Confidentiality
- Trauma-Informed Care
- Crisis Intervention
- Employment Protections
- Peer Counseling
- Safety Planning
- Resources & Referrals

## APPLICATION PROCESS

As soon as the dates of the next training are determined, we open the application. Once you have been accepted (the only reason why someone would not be accepted is if we hit capacity or if you are currently in an abusive relationship which is a safety issue), we will notify you of next steps and provide you with any Zoom links, training locations, or next steps.

The training itself is held over the course of three weekends: Saturday and Sunday from 9am-4pm with a lunch break from 1:00pm-1:30pm. ATTENDANCE OF EVERY SESSION IS REQUIRED TO RECEIVE THE CERTIFICATE.

# VOLUNTEER AREAS

## DIRECT CLIENT SERVICES

### Support Services

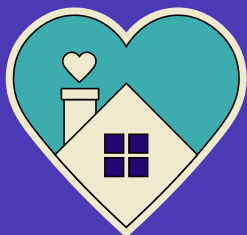


The support services offered by Sojourn are expansive and volunteers have the opportunity to serve in a variety of areas including facilitating support groups, offering court accompaniment, and assisting with intakes.

Volunteer roles and responsibilities may include:

- Facilitating support groups that are safe, trauma-informed, and follow best practices for DV client care
- Advocating for clients at their court appointments
- Assisting support staff with completing intake assessments for new clients

### Shelter Program



Our shelter program implements an empowerment model and provides clients with crisis and transitional housing, counseling services, legal aid, case management, and more!

Volunteer roles and responsibilities may include:

- Aiding with childcare,
- Maintaining a clean, safe, and vibrant shelter space,
- Supporting clients at their court appointments,
- Assist staff with serving other client needs.

### 24/7 Hotline



Sojourn's 24/7 crisis hotline provides resources, referrals, and support to clients and community members who call in.

Volunteer roles and responsibilities may include:

- Peer counseling, crisis intervention, etc. on the hotline
- Providing appropriate referrals and information to callers
- Correctly filling out the required forms during your shift
- Inputting all forms into their digital versions as needed
- Assisting with updating the hotline resource binder

# VOLUNTEER AREAS

## PREVENTION & OPERATIONS

### Education



**The education department provides trainings, technical assistance, and prevention resources to clients, their families, Sojourn staff, organizational partners, and the community at-large.**

Volunteer roles and responsibilities may include:

- Assisting the education staff with organizing and facilitating trainings
- Researching and assisting with developing curriculums, presentations, and workshops

### Outreach

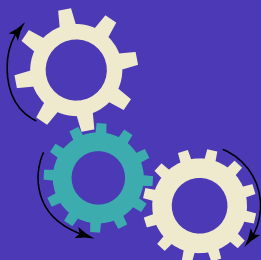


**The outreach department fosters relationships and partnerships in the community through advocacy initiatives, collaborative projects, and events held virtually as well as in-person.**

Volunteer roles and responsibilities may include:

- Assisting outreach staff with tabling at events and conferences, promoting Sojourn services, and providing support for advocacy initiatives

### Operations



**Ensuring the smooth progression and administration of all Sojourn programs is critical to providing the best possible care to our clients and to the overall success of our organization.**

Volunteer roles and responsibilities may include:

- Organization and maintenance of files / office spaces
- Data entry and scheduling assistance
- Other administrative tasks as needed

# THE STEPS

## APPLY TO THE 40-HOUR TRAINING

Sojourn holds a 40-hour training twice a year, **once in the fall and once in the spring**. Applications typically open two months before each 40-hour start date.

## COMPLETE ALL REQUIRED VOLUNTEER FORMS

Volunteers will be required to sign a volunteer commitment form, as well as complete any needed safety documentation—**instructions will be provided**.

## ATTEND EVERY SESSION OF THE 40-HOUR TRAINING

Attendance and participation in every single 40-hour training session is required for volunteers who wish to **receive the certificate of completion and move forward** with the volunteer process.

## WATCH THE CORE CURRICULUM RECORDINGS

All prospective volunteers will be required to complete the pre-recorded core curriculum modules, which provide **additional training on areas critical to DV best practice**. The core curriculum modules include:

- **Sojourn's Approaches to Care**
- **Confidentiality & Mandated Reporting**
- **Direct Client Services**
- **Child Safety & Development**

## SIGN UP FOR A CORE CURRICULUM LIVE REVIEW

**We hold these live review and FAQ sessions every other month** to ensure that all prospective volunteers were able to fully comprehend the information from the core curriculum modules.

## REGISTER FOR VOLUNTEER TRAININGS

Volunteers will be able to take trainings that are specific to the area they are interested in—**typically within the first two weeks after the 40-hour training ends**. These trainings include: Hotline, Support Group, Court Support, etc.

## START PRACTICE-BASED TRAINING

All volunteers will be required to complete practice-based training, which allows for volunteers to **gain on-the-job learning**. It can include: shadowing senior volunteers, being supervised during shifts, and taking additional trainings specific to the volunteer work you do.

# FAQ'S

**Q: What happens once I finish the volunteer on boarding process?**

A: Once you complete all of the steps in the volunteer on boarding process and get signed off by the O&E Department, you are officially a Sojourn volunteer—congratulations! You will receive information about how to sign-up for shifts, when the volunteer supervisions are, and how to access any other trainings you might be interested in.

**Q: Why is the volunteer on boarding process so intensive?**

The well-being of our clients is our number one priority and that means comprehensively training any individuals who may be providing them with support, including volunteers. Please let us know if you have any questions about this process or if you need any further clarification regarding the individual steps.

**Q: Am I only able to volunteer in one area? What if I change my mind?**

A: You are able to change your volunteer track—as long as you complete the training required of that track. Please fill out the volunteer application for your new intended track and connect with the O&E Department!

**Q: I really like volunteering and I want to be able to dedicate more time to Sojourn's clients. Would I be able to take up more shifts or should I apply for an open staff position?**

A: Great question! The possibilities will vary per position, your skill level, and general availability. If you would like to work for Sojourn instead of volunteer, please refer to The People Concern's website for career opportunities.

**Q: My friends are interested in getting involved. Can I invite them to volunteer supervisions?**

A: Unfortunately, no. Everyone needs to go through the 40-Hour training and get a certificate of completion in order to volunteer—no matter how much they might already know about DV. If they are interested in volunteering ask them to reach out to us by email: [oeprogram@thepeopleconcern.org](mailto:oeprogram@thepeopleconcern.org)