



PROCESS FOR VOLUNTEERING

Step One:

Define your interest in NativityMiguel Middle School. To do so, take a look at the volunteer possibilities on the website. Request a visit to the school, either St. Monica or St. Augustine or both. Contact Kim Seay at kseay@nativitymiguelbuffalo.org or complete the form on the website. <http://nativitymiguelbuffalo.org/volunteer/>

Step Two:

Depending on your area of interest, meet with our Dean of Instruction for tutoring, our Executive Administrator for office help, or our President for special talents you may have that can be harnessed into making a difference in the lives of our students!

Step Three:

Once a commitment has been made, complete the Volunteer Application and Code of Conduct and return it to the Executive Administrator. Before volunteer work can begin, it is required that a background check be run. Background checks require divulging your Social Security Number. Please be assured that this sensitive information is completely protected at NativityMiguel. Also required is your attendance at a three hour training course called Protecting Gods Children. More information is found on the website: <https://www.virtusonline.org/virtus/> This is also a requirement of volunteering for those who have regular contact with students.

Step Four:

We are so happy to have you! Receive your volunteer handbook and your schedule for volunteering. We will depend on you from now on and appreciate all of the work you will do for our school and its mission.