Social Work Department

SW2200- Introduction to Social Work

Volunteer Placement Manual

Fall 2016-Spring 2017

Developed by:
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Purposes of the Volunteer Placement:

The one credit component of SW2200 – Introduction to Social Work, is designed to be an experiential learning task that will help students to do the following:

- Apply concepts covered in class and in readings to actual social work settings;
- Explore first-hand whether the actual experiences in social work settings are consistent with the students’ expectations and career goals;
- Sort out if the particular type of social work setting they volunteer for is the type of agency that they wish to focus future work efforts toward;
- Interact with both clients and workers to learn more about the types of social issues that the social work profession addresses and gain more awareness of best practice techniques to address these issues.

This volunteer experience is also an opportunity for the student and the PSU classroom instructor to receive evaluative feedback from the agency supervisor about the performance observed in the field setting. Such feedback can be of value in determining if the social work major is the best choice for the student. For students taking the course who are not social work majors, it is still of value in several ways:

- Some students elect to change their major to social work.
- Some students declare a minor in social work.
- Some students consider pursuing a graduate degree in social work after completing the requirements of their undergraduate degree.

Finally, the volunteer work affords students the opportunity to bring current concerns from field agencies into the classroom. To this end, students are encouraged to offer comments and questions about things they observe, hear about or do in their various settings.

Requirements for Completing the Placement:

The placement process requires students to do several things in order to have a successful experience. These include:

- Selecting a placement that meets the course criteria for agencies and supervisors as specified in the next section of this manual.
- Completing submission of the three required forms for this placement, which are: the Letter of Agreement, the Timesheet and the Placement Evaluation Form. (The Letter of Agreement must be submitted and approved by faculty prior to beginning the placement.)
- Completing (during the semester the student enrolls in SW2200) all 30 volunteer hours as required, which must be certified by the agency supervisor on the placement evaluation form.
Processes for Placement Selection and Approval:

The classroom instructor will assist students along with the Director of Field Education for the Social Work Department to identify potential placement sites. It is important for students to note that placements are competitive and some agencies have a limited number of students they can accept during any given semester. This suggests that students need to work immediately to secure a preferred setting. **It is important to note that for those agencies listed that specify they can only take a very limited number of students, the student must get prior approval from the Director of Field Education before contacting the agency.**

After students consider the type of setting/client population/social issues they would most like to perform their volunteer work at/with, they need to take the following steps:

- Take notes about any issues that may surface during discussion with faculty about possible sites to contact. This may include which sites may require background checks, which sites may afford evening and weekend hours, etc.
- Inform your instructor of what setting(s) you plan to contact. Make sure they are in agreement that it is worth pursuing initially.
- Visit the agency’s website and prepare a list of any questions you may have when speaking with the agency contact person(s). Become clear about what you are asking them for. Specifically, you are a PSU student in SW2200 – Introduction to Social Work and you are required to complete 30 hours of volunteer work in a supervised social work setting where the supervisor will complete a brief written evaluation of your performance.
- While it is possible that students can select an agency that is not listed in this manual, these are sites that are familiar with PSU and our student placements. **Only agency sites based in New Hampshire will be considered for approval.** Further, **all sites must be approved by the faculty member teaching SW2200. Therefore, pay close attention to the certification on the Letter of Agreement that requires that the supervisor is neither related to nor a personal acquaintance of the student and the student is not a former client/student of the supervisor.**
- Contact the agency and determine if they are able to have you come down to interview with them. Be sure to dress neatly and appropriately and speak calmly, maturely, respectfully and professionally.
- Meet with the supervisor at the setting you wish to pursue and have them complete the Letter of Agreement listing what tasks you will perform.
- Return the fully completed Letter of Agreement to the faculty member for final approval.

Timelines for forms:

Each course instructor will set specific dates for when they want the letter of agreement signed and returned, the monthly timesheets checked and the final evaluation completed, signed and submitted. Students are strongly encouraged to heed the prior advice of seeking placement sites and completing the letter of agreement as soon as possible no matter what date is set by the instructor.
Handling Student Concerns About Placements:

There are a range of concerns that may surface for students during the course of completing the 30-hour volunteer placement. This section will offer some ideas for how a student may elect to resolve some types of concerns and what types of concerns must be acted upon in a formal, required fashion.

In general, students may have day-to-day observations and feelings that cause him/her to wonder about what they have seen/heard and/or done. In some instances, approaching the agency supervisor or another appropriate staff member at the agency about the concerns is a viable course of action when the student feels comfortable in doing so. In instances where a student does not feel comfortable exploring such concerns at the agency, contacting the classroom instructor or the Director of Field Education is the route to pursue. Some concerns can be appropriate questions to share during class time with the entire group of students and the PSU faculty member.

More serious issues involve things such as a student feeling they are not being appropriately utilized at the setting; have been mistreated, disrespected or harassed by clients, client family members, staff or their supervisor; witnessing behavior by others that is felt to be unethical, neglectful or abusive to clients or other staff; feeling unsafe at the setting; witnessing or becoming aware of things that are traumatic in nature that are very upsetting to the student; becoming injured in the course of completing the volunteer work; becoming concerned that the student himself/herself may have made an error in judgment and/or violated an ethical principle of social work practice; and/or any other concern that causes significant stress for the student. These situations should be dealt with immediately or as soon as possible in the following format:

- To the maximum extent possible, inform your agency supervisor of your concern. If you are uncomfortable speaking about the issue with your supervisor, contact either your classroom instructor and/or the Director of Field Education. In their absence, the Chairperson of the Social Work Department is another appropriate person to contact.

- Take notes on any concerns you have as quickly as possible so facts are clearly recalled.

- When injured or involved in a client incident, determine if there are agency forms to be completed. Also, be sure to submit a statement about the injury/incident to your classroom instructor or the Director of Field Education.

- If injured, seek medical attention as soon as possible. PSU Health Services when open is an appropriate place to utilize to review your concerns. When an injury is more serious or Health Services at PSU is closed, seek attention from the nearest emergency room.

- If you are feeling unsafe at your setting, you should leave as soon as possible and not return until reviewing your concerns with appropriate parties.

- In situations where you feel there is potential that harm has come to or may come to affect any client, client family member, staff member, yourself or any other party, take immediate steps as
appropriate to keep all parties safe. In instances where client safety is at risk and a student cannot reach other staff, their supervisor or PSU faculty this may involve calls to the NH Division of Children, Youth and Families central intake number (800)894-5533 for children under 18 years of age or the NH Bureau of Elderly and Adult Services Laconia Office (800)322-2121 x341 for senior citizens or disabled adults over 18 years old. In some situations of possible harm done or potential imminent harm, calling local police (911) is appropriate. There may be situations where consultation with another social service agency is appropriate. For example, if a student is concerned about possible risk to a non-disabled adult due to domestic violence issues, calling the local domestic violence agency for advice is an appropriate course of action. In Plymouth, the Voices agency at 536-3423 would be the domestic violence agency to contact for ideas. When time and situations do allow for students to first speak with agency staff, the agency supervisor or PSU faculty, this is the best course of action prior to taking further steps on your own. *The most important issue is always safety for all parties – including your own.*

It is important that you feel any concerns you have brought forward at your agency and/or at PSU have been fully heard and considered. In any situation where a student feels the concerns have not been properly addressed, the student should bring the issue to the next level. These levels are:

1. PSU classroom instructor.
2. PSU Director of Field Education
3. Chairperson of the PSU Social Work Department
4. Dean, College of Education, Health and Human Services
5. Director of Undergraduate Studies
6. PSU Vice President of Academic Affairs

**Listing of Placement Sites:**

The following section will identify a range of placement sites that have been identified as potential placement sites for PSU students. It is important to note that from time to time, some settings experience changes in contact persons listed and ability to offer 30-hour volunteer placements to students. Please inform the Social Work Department of any such changes you become aware of.

It is important to note that many of the sites listed for Plymouth are within walking distance. For students without their own vehicles, this may become a consideration in selection of placement sites.

**PLYMOUTH and Surrounding Towns:**

**Pemi Youth Center**
Main Street, Plymouth
PYC serves as an after school and empowerment program for youth ages 10-17 at no cost to families. Youth are engaged in a variety of enriching activities Monday-Friday from 2:30-5:30pm.
Contact: Jessica Dutille, MBA at 536-7264
Plymouth State University
Center for Business and Community Partnerships
In her role as High Impact Learning Coordinator, Jessica works with faculty members in integrating meaningful service experiences into curriculum. She prepares students for their work in the community and connects them with partner organizations based on their interests and desired learning outcomes. Jessica works closely with community partners and provides support for students during the duration of their service learning experience. Contact: Jessica Dutille, MBA, High Impact Learning Coordinator, at 535-2372 or jadutille@plymouth.edu

Pemi-Valley Habitat for Humanity, Inc.
Located at 583 Tenney Mnt Hwy, Plymouth NH. PVHFH builds homes for deserving, hardworking, low and moderate income families. It also operates a ReStore, accepting donations of new and gently used building materials and appliances and reselling them to the public, helping the environment and raising money to build more homes for deserving families. Volunteers may work at our build sites or at ReStore. ReStore has increased their retail space and is looking for more volunteers who can provide excellent customer service. No construction experience necessary. Contact: Frank McClain, Executive Director, at 536-1333; or Tina Harris, ReStore Manager, at 536-1333 or restore@pemivalleyhabitat.org. Operating hours: W-F 9-5, and Saturday 9-3. Our build schedule is Fridays and Saturdays, 8:30-3:30.

Plymouth Regional Senior Center
Located behind Main Street in RR station building at 8 Depot Street, Plymouth. We are open Monday-Friday 7AM-3PM. We do NOT have volunteer hours available on evenings or weekends. The center serves seniors and some disabled adults and provides Meals on Wheels, lunch, interaction and activities on site, home visits by the social worker and a wide range of other activities. Contact: Students should apply to the Activities/ Volunteer Coordinator, Robin Koczur. Please call 536-1204 or email rkoczur@gcscc.org to schedule an appointment.

Bridge House
Located behind the Hannaford grocery store on Highland Street, Plymouth Serves homeless individuals and families including children and assists with temporary housing, finding employment and permanent housing. Evening and weekend hours are possible. Contact: Jessica Dutille, High Impact Learning Coordinator, at jadutille@plymouth.edu. 603-535-2372.

Ladders Thrift Store
Located at 16 South Main Street, Plymouth. The store hours are Monday through Saturday- 10:00am-6:00pm, and Sundays from 12:00pm-4:00pm. Tasks include: sorting clothing and household inventory, helping customers, organizing the separate departments within the store, making bank deposits, working the cash register and other miscellaneous duties as needed. Contact: Jessica Dutille, High Impact Learning Coordinator, at jadutille@plymouth.edu. 603-535-2372
Whole Village Family Resource Center an Initiative of Granite United Way
Located behind Hannaford store on Highland Street, Plymouth
Offers an array of family support services, including information and referral services, case management, parent education classes, family enrichment activities, financial education workshops, HiSet tutoring, support groups, and other services. Whole Village is home to a variety of agencies, including CASA, Grafton County Alternative Sentencing, Head Start preschool, Horizons Counseling Center, Lakes Region Child Care Services, Lakes Region Community Services, NH Employment Security, Pemi Baker Literacy, Transport Central, and UNH Cooperative Extension. Contact Susan Amburg, Director at 536-3720 x102 or susan.amburg@graniteuw.org.

Tri-County Community Action Program
Located at 41 School Street in Ashland, NH.
Services are offered to individuals with low income, including the elderly, disabled and those with young children. Clients are screened for program eligibility for fuel and electric assistance. This is a fast-paced environment and volunteers will have the opportunity to work at a variety of tasks. Contact: Heidi Wells, Community Service Support Coordinator, at either (603) 968-3560, or hwells@tccap.org.

Mount Prospect Academy
Located on North Main Street in Plymouth next to the Police Station and in Campton off of exit 28 from I93, right across from the Fire/Police Station.
These are residential treatment centers with on-grounds school in Plymouth serving teen males. These young people have not been able to either remain with their families and/or within their local schools. Many have been involved in the court system. Evening and weekend hours are possible. **You must be 21 years old to volunteer at this site.**
Contact: Maria Young at 536-1102, or email maria.young@mountprospectacademy.org.

Voices Against Violence
Located in downtown Plymouth.
We serve clients affected by domestic and sexual violence and stalking by providing education, support, advocacy, emergency shelter and a 24-hour crisis line. Our agency also provides outreach events in an effort to end the cycle of violence in our community. Students looking to complete their 30 hour service learning with us would be expected to attend our 30 hour volunteer training. Half of those hours would count towards the 30 hours required for your Introduction to Social Work class. Our volunteer training has a set schedule and starts early in the semester. We also can only take a limited number of volunteers, so please contact as soon as possible. Contact: Tina E. at voicesagainstviolence@gmail.com or 536-5999.
Communities for Alcohol and Drug Free Youth
Located at 94 Highland Street, Plymouth.
CADY is a non-profit organization serving youth in schools and the community with evidence-based programs and initiatives to promote healthy lifestyles, prevent substance misuse, and addiction prevention. Programs range from outreach initiatives in the Pemi-Baker, Newfound, and Lincoln-Woodstock regions to direct-service youth programs including a court-accredited juvenile restorative justice court diversion program, and award winning youth programs including the sole youth employment program in central NH and the Youth Advisory and Advocacy Council. For more information on programs, visit their website www.cadyinc.org, or contact: Deb Naro, Executive Director (prefers telephone contacts) at 536-9793

Plymouth Area Head Start
Located in Whole Village behind Hannaford at 258 Highland Street, Plymouth
Free child and family development program for income-eligible families offering pre-school experiences to promote later success in school and life. Classroom Hours: 8:00am-12:30pm, Mon.-Fri.
Closed during the summer. Contact: Kelly Hadlock, Site Supervisor, at khadlock@tecampion.org, or 536-1393 (school year); or the main office at 752-7138 (summer).

Whole Village Child Care Center
Located in Whole Village behind Hannaford at 258 Highland St. Plymouth
This is a comprehensive child care center providing services to a wide range of young children in a supervised setting. Contact: Tracey Flanders, 536-3770, or wholevillage@lrchildcare.org

Plymouth Area Community Closet
Located at 5 S. Main Street, across the street from Rite Aid Pharmacy. Serves individuals and families with emergency funds, food, clothing and furnishings. It serves Plymouth and surrounding towns with programs including the Food Pantry (open Tuesday & Thursday from 9-11am) and Meals for Many (at the Congregational Church in downtown Plymouth on Thursdays with cooking from 12-4pm; serving food, assisting with cleanup and interacting with those using the service from 4-6:30pm).
Can take 1 student on Tues. & 1 student on Thurs. at Food Depot; The Meals for Many Program can take 1 student. For information on the food pantry contact: Ted Gauthier at 536-1101. For information on Meals for Many ask for Sara Sutherland at 536-1415.

Transport Central
(Located at Whole Village Family Resource Center on Highland Street) is a nonprofit organization, providing no-cost transportation services to persons 60 and older, persons with disabilities or NH Medicaid members with transportation needs to medical and other essential appointments. Students would have the opportunity to work directly with our passengers, taking intake calls, collecting pertinent information, as well as offering a person to talk with (we are sometimes the only people are passengers have spoken to that week, so we provide a vital link to the outside world). Other tasks include entering trip information into our scheduling software, communications with our volunteer drivers and with other medical and social service agencies, and some data entry pertinent to our grant reporting. Tasks can be tailored to accommodate specific interests. Primary contact: Tom Morse, Volunteer Driver Coordinator, at 1-855-654-3200, or Tom@transportcentral.org
Pemi-Baker Community Health
Pemi-Baker Community Health is a non-profit homecare, wellness, outpatient therapy and hospice organization serving the greater Plymouth. Located at 101 Boulder Point Drive, Plymouth.

Pemi-Baker Community Health is seeking 1-2 thirty hour social work interns to assist in the development of several macro/community projects including: 'We Honor Veterans', 'Pet Peace of Mind', Clear Path Behavioral Health, Community based palliative care and a community resource guide. Along with these projects, there will be opportunity to gain training in hospice and palliative care as well as clinical social work experience with end of life and chronic care patients. In addition, PBCH works closely with social workers and other providers at Speare Memorial Hospital, Genesis Behavioral Health, Mid-state Health Center, Speare Primary and others on transitions of care, advance directives and palliative referrals to ensure that patients receive the support and care they need across the continuum of medical and behavioral healthcare. SW Internships with PBCH will experience interdisciplinary teamwork and cross-community collaboration. Supervision will be provided by an MSW (LICSW in MA) who will ensure a wide range of exposure and experience. Contact: Supervisor, Mary Francis Drake, MA, MSW, LICSW, AHPS-SW at MFDake@phhha.org/ Office #: 603-536-2232 or Cell # 617-990-7411.

OTHER Sites in NH:

Catholic Charities, NH
District Office is located in the city of Laconia, NH. It serves most of Belknap County, lower Grafton County, Upper Merrimack County and western Carroll County. Placements can learn and practice how clients receive information and referrals for a wide range of service requests, and learn and practice what is ongoing casework and follow-up as needed. Occasional networking opportunities will widen the scope of understanding. Hours are Monday through Friday from 8:30 to 4:30. Closed for lunch from 12:00-1:00 daily. Contact: Leonard Campbell, Office Manager, 528-3035 x14.

Lakes Region Community Services
Located at 719 N. Main Street, Laconia
For more than 35 years, Lakes Region Community Services (LRCS) primary focus has been and continues to be on the provision of supports to individuals living with developmental disabilities or acquired brain disorders and their families residing in Belknap and Southern Grafton counties. LRCS also provides other essential and critical services to our greater Lakes Region communities. For more info, visit www.lrcs.org. Contact Bob Leda, Director of Human Resources at 524-8811x1545 or bobl@lrcs.org. Criminal Background, DMV, and BEAS checks are required; site will initiate. Up to two students could be placed per semester.
The Appalachian Mountain Teen Project (AMTP)
Located at 85 Bay Street, Wolfeboro, and 25 Water Street, Laconia
Outdoor Leadership and Mentoring program that uses strengths-based approach to improve academic, social, emotional and vocational success for youth facing challenging life circumstances with limited access and resources. Services provided include 1:1 mentoring, wilderness adventure trips, service learning trips and projects, future explorations, community and family education, and diversity programming. Please contact: Beth Clay, Executive Director, via e-mail at beth@teenprojectnh.org or Phone: (603) 569-5510 (office) or (603) 219-6488 (cell).

New Hampshire Veterans Home
Located at 139 Winter Street, Tilton
This is a State of New Hampshire long-term care facility for veterans of our armed forces. Comprehensive services are offered including social work, nursing, recreation therapy, physical therapy, and a wide range of other supports. The facility includes an Alzheimer’s disease program (100 beds). Evening and weekend hours may be available.
Contact: Laura Jackson Gaudette, MPH at 527-4876 or laura.gaudette@nhvh.nh.gov

Concord Boys & Girls Club of Central NH
The Boys & Girls Clubs of Central NH is part of a national network of youth and community development programs providing a broad range of social, health and educational support services including after school programs.
We have sites located at eight locations:
- Concord, NH: Bradley Street Clubhouse; Christa McAuliffe School; Broken Ground/Mill Brook
- Allenstown, NH
- Hopkinton, NH: Maple Street School
- Warner, NH: Simonds Elementary School
- Franklin, NH: Paul Smith Elementary School
- Laconia, NH: Boys & Girls Club of the Lakes Region
Contact Bob Carter, Director of Operations at 224-1061 x22, or carter@centralnhclubs.org

New Beginnings Without Violence and Abuse
Located at 832 North Main Street, Laconia, NH.
We are one of thirteen member programs of the NH Coalition Against Domestic and Sexual Violence. Serving those whose lives have been affected by domestic, sexual and stalking violence in Belknap County since 1991. A range of trauma-focused support services include: 24-7 crisis line, hospital and police department accompaniment, emergency shelter assistance, court, social service advocacy, support groups, resource information and referrals. We offer volunteer training opportunities and systems advocacy including community and school education. Anti-human trafficking initiatives and community college campus based outreach. Contact: Kathy Keller director@newbeginningsnh.org, or Shauna Bertwell shauna@newbeginningsnh.org 603-528-6511.
**Glencliff Home**  
Located at 393 High Street, Glencliff, NH  
This state-run agency serves 120 adults and elderly clients in a residential long term care setting who have been diagnosed with psychiatric disorders or a developmental disability. Students can interact with residents, shadow staff members, and attend plan-of-care meetings with staff and residents. Contact: Tabitha Coykendall, BS, Admissions/Discharge Coordinator and Social Services Supervisor, Tabitha.Coykendall@dhhs.nh.gov, or at 989-3111 x 1513, or Elmer Haley at Elmer.Haley@dhhs.nh.gov, or at 603-989-3111 x1151.

**Youth Assistance Program of Northfield, Sanbornton and Tilton**  
Located at 291 Main Street, Suite 5, Tilton, NH.  
This agency provides juvenile court diversion and support programs for young people and their families residing in the towns of Northfield and Tilton. Prevention programs are also conducted within the Winnisquam Regional School District. PSU students would interact with youth and assist with activities. Please note: The availability to offer volunteer hours during spring semesters will depend on whether or not a PSU Social Work practicum student is placed at this location during that time. Contact: Dawn Shimberg at 286-8577 or dshimberg@myfairpoint.net

**NAFI North Davenport School and Residential Facility**  
Located at 30 Davenport Road, Jefferson, NH  
This Center provides residential treatment services to females (ages 11 to 18 years old) who have been referred due to issues of abuse, neglect, juvenile delinquency, and/or CHINS petitions. Students can participate in a range of activities and sit in on treatment plan meetings. Evening and weekend hours may be available. Contact: Deborah Weeks, Program Director at either 586-7161 or DeborahWeeks@NAFI.com. Secondary contact: Matthew Materio, Assistant Program Director or MatthewMaterio@NAFI.com

**Goldenview Health Care Center**  
Located at 19 NH Route 104 in Meredith  
This is a residential center providing short term rehabilitation and long term assisted living and skilled nursing care for mostly senior citizens. Evening and weekend hours are available. Contact: Frank Vignand, Director of Resident Relations at either 279-8111 x 4123 or frankvignand@goldenview.org

**The International Institute of New England-Manchester**  
1850 Elm Street, Manchester.  
The International Institute of New England is a 501(c) 3 non-profit organization based in Boston, Massachusetts, with site offices located in Boston, Lowell, and Manchester, NH. The Institute also supports programming in Rhode Island. The Institute’s mission is to help refugees and immigrants become active participants in the social, political, and economic richness of American life. Contact: Amadou Hamady, MSW, Site Director at 603-647-1500 or ahamady@iine.org.
Mascoma Area Senior Center/Grafton County Senior Citizens Council, Inc.
Located in Canaan about 25 miles from PSU
Mascoma Area Senior Center is one of eight senior centers in Grafton County providing services and meals to older and disabled adults. GCSCC/MASC serves a five town region including Enfield, Canaan, Dorchester, Orange, and Grafton. Meals on Wheels are delivered to the home bound five days per week. Congregate meals are provided at the Center for older adults Monday through Friday. Outreach staff assist clients in accessing benefits, services and support. Transportation is provided for medical appointments, shopping, and Center activities. Primary contact: Sharon Dunbar 523-4333 x103, or sdunbar@gcscc.org; or Secondary contact: Carol Dustin 523-4333 x104.

Families in Transition (FIT)
Located at 122 Market Street, Manchester, NH
Families in Transition works to provide a home and hope to individuals and families that are homeless, or at risk of becoming homeless, enabling them to move past the cycle of homelessness and become independent and successful again. Volunteer opportunities for students include sorting and organizing donations, working the register and supporting customers, and much more at our OutFITters Thrift Store (100% of profits support our program) in Manchester and Concord. Alternatively, students can fill a shift as a “Welcome Ambassador” at the front desk of our Family Place Resource Center and Shelter in Manchester, which provides emergency shelter and critical resources to homeless families. Duties include, but are not limited to, welcoming guests, answering the phone, and supporting the administrative/clerical needs of staff. For more information, please contact Emily Melhorn at volunteer@fitnh.org, or (603) 641-1143 x357.

Partnership for Public Health
Located at 67 Water Street, Suite 105 in Laconia
Services include substance misuse, healthy eating active living, immigrant integration, public health emergency preparedness, suicide prevention, and information and referral for older adults. Student tasks will depend upon current activities within each initiative, but are focused on health prevention and health promotion. Contact: Lisa Morris, Executive Director, at 528-2145.

Laconia Family Planning
Located at 121 Belmont Rd., Laconia, NH 03246
Hours of Operation:
Monday - Thurs – Friday 9:00 to 5:00 PM; Tuesday - Wednesdays 9:00-6:00 PM; Two Saturdays/Month: 9:00-12:30 PM; Prenatal Clinic-Thursdays: 9:00-3:00 PM
Provides access to preventative and reproductive health care for everyone. Nurse Practitioners provide confidential reproductive health care, including:
- Comprehensive gynecological examinations
- Screening tests including pap smears and breast exams
- Routine laboratory testing
- Testing, treatment and medications for sexually transmitted diseases
- Diagnosis and treatment of common gynecological problems
- Pregnancy tests and options counseling
- Education about reproductive health issues and contraceptive options
- Pharmacy service including prescription contraceptive methods and other supplies

Contact: Amanda Savage, Community Educator (603) 524-5453; asavage@bmcap-lrfc.org
Littleton Schools
Located at the Littleton Academy and the Littleton High School. Social Work Services include school lunch groups addressing conflict resolution, healthy relationships and social skills. Students may have an opportunity to work with the Teen Leadership group which includes both high school and middle school youth. All mandatory school paperwork/screening must be completed. **Up to two students could be placed.**
Contact: Jayne Ludwig, LICSW, MSW at 444-5601, x118.

Campton Area Resource Center
The store is located in Campton, on route 49, around the back of Handyman Hardware, off Exit 28. Students would assist in all aspects of running the thrift shop, including helping customers, receiving and stocking new items, selling current stock and other tasks related to the operation. Students are needed for hours on Tuesday thru Saturday from 10am to 4 pm, or for any combination of possible hours on those days. Contact: Michelle Bilodeau at 603-254-4028 or Cheryl Moulton at 603-236-623

Genesis Mt. Ridge Center
Located at 7 Baldwin St, Franklin NH
We are a long and short term care facility offering nursing care and rehabilitation to adults and seniors. We are a mixed population with a skilled unit and offer a dementia program run by the recreation and nursing department. In this facility the student will work with social services, admissions, nursing, recreation and the rehab departments. Preferred contact is via email at chrissy.avila@genesishcc.com or call Chrissy Avila at 603-934-9499 in your message please mention PSU student volunteer program. We are able to utilize 2 students at a time. Nicole Maynard is the Assistant Director.

The Day Away Program
2 West Shore Road, Bristol
Day Away is a community outreach program for adults with Alzheimer’s disease or related dementias that is offered through the Holy Trinity parish hall in Bristol. Families do not have to be members of the church to participate. It is a non-for-profit program funded by a modest participant fee. If you would like to a part of Day Away, please call Fran Olson at 744-6828 or e-mail her at folson@gcscc.org to explore becoming a companion volunteer.

Freedom Found Program at Laconia High School
Site Contacts: Phil Reed, Freedom Found Advisor and Laconia High School Guidance Counselor and Nicole Brady, Freedom Found Associate Advisor and Case Manager at Genesis Behavioral Health
Contact Info. for Phil Reed: phone: (603) - 524 - 3350 ext. 4009; e-mail: preed@laconia.k12.nh.us
Nicole Brady: phone: (603) - 686 - 1069; e-mail: nbrady@genesisbh.org
Physical Address: Laconia High School 345 Union Avenue Laconia, NH 03246
- Freedom Found is an inclusive youth empowerment and leadership program serving high school students and young adults in Laconia and surrounding communities.
- Freedom Found members are diverse youth that often face challenging life circumstances and support each other by developing genuine, authentic relationships with other youth and adult leaders in the context of a caring, supportive community.
- Freedom Found offers members opportunities for personal growth and leadership development to maximize each student's unique potential.
• Freedom Found facilitates themed inspirational community meetings where members provide each other with social and emotional support while reflecting on deeper life issues.
• Freedom Found members enjoy a variety of experiential field trips such as hiking and other outdoor adventures, community events and activities, movie nights, etc. to strengthen their connection.

Freedom Found typically meets on Wednesday afternoons from around 2:15 - 4:00, Friday afternoons from around 2:15 - 5:00, and a variety of weekend days depending on the field trip schedule.

NEWFOUND AREA SCHOOL DISTRICT: Project Promise
The Newfound Area School District’s, Project Promise, is a cohort of high quality after school programs. Our program serves grades K-12 and operates at every school within the district. The focus of Project Promise is to improve academic achievement, increase access to physical and nutritional educational programs, foster social and emotional development, and to promote a sense of community and civic engagement among the youth of the Newfound area.

All Project Promise after school programs meet Monday through Thursday, for the three hours immediately following school dismissal. Research studies show that the initial hours after school are a high-risk time for youth. The hours between 3 and 6 pm are peak working hours for many parents and a time when school-age youth are the most vulnerable to high-risk behavior. As part of our program, students receive daily homework help, select from a rotating menu of enrichment clubs and activities, and build meaningful mentor relationships with program staff.

For more information on serving with Project Promise, please contact the following:

Contact Info:
Jennifer Dayhoof, Director of Project Promise
jdayhoof@sau4.org
Office: 603.744.6006 x: 1519

Susan Seaverns, Assistant Director of Project Promise
sseaverns@sau4.org
Office: 603.744.6006. x:1529
Appendices
I ________________ agree to
Student
complete 30 hours of volunteer placement
at __________________________ performing
Name of Agency/Location
the following tasks: ____________________
____________________________________
____________________________________
____________________________________
____________________________________
____________________________________
My hours of service will be recorded weekly and signed by my agency supervisor. At the end of
completion of my 30 hours of service, a written evaluation form will be completed by my agency
supervisor, signed by me once reviewed and submitted to my professor at PSU. **We certify that the
student/I is/am neither related to nor is/am a personal acquaintance or former client/student of the
student’s supervisor at this agency/school.**

_________________________ Date
Student Signature

_________________________ Date
Agency Supervisor Signature

(Note: This supervisor is the person who must complete the final placement evaluation form after
30 hours of student placement).

_________________________ Telephone
Print Supervisor Name & title

_________________________ Date
PSU Faculty
SW2200 – Introduction to Social Work

Volunteer Placement Timesheet

*Bring this to your Professor to initial at least monthly*

<table>
<thead>
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<th>Week of</th>
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<th>W</th>
<th>Th</th>
<th>F</th>
<th>Sat</th>
<th>Sun</th>
<th>Weekly Total</th>
<th>Supervisor Init.</th>
<th>PSU Prof. Init.</th>
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PLACEMENT EVALUATION FORM
To Be Completed by Agency Supervisor and reviewed with the Student

STUDENT NAME: ________________________________  SEMESTER: __________

AGENCY Name: ________________________________

Telephone: ________________________________

I. Has the student completed 30 hours of volunteer service at your agency? Yes _____ No _____

II. PLEASE RATE THE STUDENT
On the Following Items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Excellent</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>Unsatisfactory</th>
<th>N/A</th>
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<tbody>
<tr>
<td>A. Respect for Client Dignity</td>
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<td>B. Comfort in Relating to Clients</td>
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<td>C. Ability to work well with other staff</td>
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<td>D. Reliability</td>
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<td>E. Appearance</td>
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<td>F. Ability to seek Supervisor Assistance when needed</td>
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<td>G. Motivation for working with clients</td>
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<td>H. Creativity in working with clients</td>
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</table>

III. Describe any areas you feel the student needs to improve his/her skills in:

________________________________________________________________________________________

________________________________________________________________________________________

Note: Falsification of any hours on this form will result in referral of the student to the Academic Integrity Panel at PSU.

_________________________________________  Date: ________________
Signature of Agency Supervisor

______________________________  Date: ________________
Printed Name of Agency Supervisor

______________________________  Date: ________________
Student Signature

______________________________  Date: ________________
PSU Professor Signature