

How to Become a Volunteer



1. Complete the forms in the WOU Student Practicum/Volunteer Packet found on our web site. <http://www.tricdc.org>
2. Enroll in the Child Care Division's "Center Background Registry" All volunteers are required to enroll. We ask that you show a receipt from the website below.
 - You may register by logging on to <http://www.oregon.gov/EMPLOY/CCD/index.shtml>. There is a \$3.00 charge. It will ask for your information as well as our center's information. Here is the information you will need.
 1. We are a *Certified Child Care Center*.
 2. The name of our facility is *Teaching Research Child Development Center*.
 3. Our address is *345 N. Monmouth Ave, Monmouth, Oregon 97361*.
 4. Our phone number is *503-838-8769*.
 5. Our child Care Division Facility license Number is: *CC001001*
 6. Your employment Position is: *Volunteer*.
3. Orientation: View the On-line Practicum/Volunteer Orientation found at <http://www.tr.wou.edu/train/cdc.htm> and complete the orientation quiz. This orientation is designed to help you learn about our philosophies, goals, procedures and techniques that will enable you to make the most out of your experience here at the Center.
4. Turn into the Director (Todd Hall Room 119)
 - WOU Student Practicum/Volunteer Form
 - Practicum/Volunteer Schedule Form
 - Western Oregon University Volunteer Agreement Form
 - Verification of Enrollment in Child Care Division's Center Background Registry
 - TRCDC Orientation Quiz Sheet.

Upon completion of packet materials and on line orientation, the director will schedule your volunteer schedule. She will then contact you by phone or email to confirm your schedule and your official start date.

If you have any questions, please feel free to contact Ingrid Amerson, CDC Director by phone at 503.838.8769 or email: amersoi@wou.edu