



Volunteer Handbook

Childhood Fractured

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WELCOME

Thank you for your willingness to give your time and talents to the benefit of Childhood Fractured’s mission. Volunteers provide opportunities that help us accomplish so much more! Whether you volunteer one hour per week, one hour per year or for specific events or activities, your sense of citizenship and commitment to helping end Childhood Sexual abuse are appreciated.

Childhood Fractured shall assign volunteer opportunities on the basis of an individual’s qualifications and availability. A volunteer shall serve under the supervision of an assigned staff member.

This handbook is designed to help you make a smooth transition into your volunteer responsibilities. It outlines the volunteer policy, includes a copy of the Volunteer form and highlights some standard procedures for volunteers. It is our hope that you will derive a great deal of personal satisfaction from your time volunteering with us.

All volunteers shall abide by confidentiality, safety, reporting and harassment policies. Volunteers are also expected to attend any applicable training sessions as a condition to serve.

On behalf of the Childhood Fractured Team, Thank you!

WHO CAN BE A VOLUNTEER

An approved volunteer is defined as meeting the following requirements:

1. An adult over the age of 16 years if younger with parental consent;
2. An individual approved by Childhood Fractured
3. An individual selected for a specific activity.

Note: No individual who refuses to submit to a criminal background check, Who is identified as a “sex offender, “ as defined by the Sex Offender Registration Act, or a ‘violent offense against youth,.



Ending Child Sexual Abuse Through Contemporary Art

This project combines painting, writing, video, speech, counseling and advancements in social media to bring awareness and prevention to child sexual abuse.



The International Epidemic of Childhood Sexual Abuse

Recent epidemiological studies reveal 33% of the world population have faced sexual abuse as children. More conservative estimates range from 1 in 10 children to 1 in 5 children. If we take the average, 1 in 5, or 20% That’s 1/5 of our population. That’s 1/5 of our children.

If someone was sexually abused as a child, they face - Increased risk for teen pregnancy, major depression, and suicide attempts, prostitution irrespective of gender, HIV risk related behaviors, PTSD, among many other psychological ailments.

Our Mission!

- Breaking the silence
- Ending the shame and stigma
- Helping Victims become Survivors
- Becoming more than Survivors
- Education
- Resource for help
- Protecting Children
- Affecting Positive Social Change



Plan of Action!

- | | | |
|---|--|--|
| <input type="checkbox"/> Becoming a hub for other like minded organizations | <input type="checkbox"/> Creating art work | <input type="checkbox"/> Speaking Tour |
| <input type="checkbox"/> Documentary | <input type="checkbox"/> Art events | <input type="checkbox"/> Book Tour |
| <input type="checkbox"/> Creating advertisement campaigns | <input type="checkbox"/> Social Media campaign | <input type="checkbox"/> Workshops |
| <input type="checkbox"/> Creating books and Manuals | <input type="checkbox"/> Podcasts | <input type="checkbox"/> Newsletters |
| <input type="checkbox"/> Community Center coffee house | <input type="checkbox"/> Classes | <input type="checkbox"/> Coffee |

We are conveying the strength of people and how we can overcome sexual abuse together.

VOLUNTEER AGREEMENT AND RELEASE

Volunteer must execute and submit a Volunteer Agreement and Release (see page 7) at the time he/she first seeks to serve as a volunteer and at least annually thereafter. By executing the Volunteer Agreement and Release, the individual agrees to:

As part of the review of all applications to serve as a volunteer, the Childhood Fractured staff shall also check the Illinois Sex Offender Registry, www.isp.state.il.us/sor and the violent offenders against youth database maintained by the State Police (when available). The background check and review of the sex/violence against youth lists will be satisfactorily completed before authorizing any individual to serve as a volunteer.

WHAT WE CURRENTLY NEED HELP IN

HEAD QUARTER'S CENTER FACILITY

Barista

- Making/Serving Coffee & Coffee Drinks.
- Greeting people, talking about our efforts, initiatives, programs, & events.
- Signing-up people for our donor-ship program.
- Tracking Donors from our monthly donor-ship program that come in.
- Assist in-house scheduled events: set-up, during, & breakdown/clean-up.
- Assist with the over all upkeep and appearance of the Center's facility interior by making minor repairs and also with beautification of the space.
- Tracking Inventory.
- Assist with a wide variety of marketing, development, and fundraising tasks to further the Center's efforts in the community.

In-House Events Coordinator

- Assist in planning, coordinating, & executing in-house events.
- Set-up/registration & greeting people, talking about our efforts, & the specified in-house event.
- Sponsorship solicitation: talk about donor-ship program encourage to sign up.
- Auction support and more.
- Assist in Barista duties as needed

SOCIAL MEDIA, ADVERTISING, PUBLISHING

- Share our blog on your social media account.
- Follow our blog and share your feelings and thoughts in the comment section.
- Share resources regarding publishing opportunities.
- Advise us of opportunities to share our stories with the press - interview possibilities, press contacts.
- Break the silence! Please share your stories with us! A testimonial page on our website is coming soon.
- Graphic design for upcoming events.
- Photography during events.

WAYS TO HELP WITH FUNDRAISING

WORKPLACE CAMPAIGN

Feel compelled to recruit your co-workers to the cause? Create a team and brainstorm some ideas to get everyone involved.

CUSTOM GIVING CAMPAIGN

Feel free to be creative and come up with your own custom campaign. Have a talent to share? Use it to fundraise. Traveling to another continent? Let it inspire your community.

RAISE FUNDS IN HONOR OF SOMEONE

Tie your fundraising efforts to the honor or memory of a friend or family member

HOLD A FILM SCREENING

Your fundraiser can be an educational event when you host a Childhood Fractured film screening. We offer a screening kit that walks you through how to set up the screening and how it can energize your community to make change.

SPORTING EVENT GIVING CAMPAIGN

Use your athletic skills to fundraise for child sexual abuse prevention. Your community will be motivated by your commitment to setting a goal and to Childhood Fractured's mission of ending child sexual abuse.

BIRTHDAY GIVING CAMPAIGN

Have a birthday coming up? Fundraise in honor of your special day. Ask friends and family to donate your age, some combination of numbers from the year you were born, or just to give an amount in lieu of gifts.

FACEBOOK FUNDRAISERS

Facebook allows you to create a fundraiser the same way you create a group or event. Select Childhood Fractured from a dropdown list of approved organizations, personalize the fundraiser page with photos and text, set a fundraising goal, and invite your Facebook community to donate

GRANTS & DONOR/SPONSORSHIP OUTREACH/FUNDRAISING CAMPAIGNS

- Touching base with individuals that provided contact information via email &/or cold call regarding donor-ship programs (List will be provided).
- Develop connections to corporations and foundations that may be interested in helping fund this project. If you, or someone you know, could share this contact information, this would help us get a foot in the door.
- Grant writer. We have applied for our first grant but could use help with the next one.
- Participate in the Center's fundraisers. Activities include decorating, set up, registration, graphic design, photography, sponsorship solicitation, auction support and more.
- Assist with researching funding prospects and write and proof letters of inquiry, grant proposals and reports.
- Donate, contribute in any way &/or can refer this project to others.
- Create a personal fundraising campaign and meet targets.

IN-HOUSE WORKSHOPS (Should promote work/life balance &/or exploiting consent & respect)

- Find Guest lecturer or resource person for CF to contact & invite to give a presentation.
- Be a presenter.

TRAVEL COORDINATOR FOR UPCOMING TOUR

- Sponsor outreach in different cities/states that CF will travel through.
- Assist in scheduling speaking engagements for CF to present in local cities.
- Assist promo opportunities for radio interviews, newspaper publication in local cities.
- Assist in creating Travel Itinerary, accommodations, & other travel plans.
- Assist in planning & scheduling book signing events.
- Assist in coordination between the CF touring team & HQ.

OTHER

- Share your knowledge regarding non-profit status.
- Share your editing skills. We can always use another set of eyes.
- Develop professional networks that CF can contact.

VOLUNTEER RESPONSIBILITIES

Dependability and Promptness

Dependability and promptness are important to the volunteer experience. Volunteers who will be late or absent are expected to call the assigned staff person as soon as possible so other arrangements may be made.

Mandatory Reporting of Suspected Child Abuse

Respecting Childhood Fractured Headquarters

The time a volunteer spends at Headquarters is important we have more to do than any small group can do so all the help makes us get closer to our goal.

Harassment Reporting

No person, harass or intimidate another person based upon sex, color, race, religion, creed, ancestry, national origin, physical or mental disability, sexual orientation, or other protected group status. Sexual harassment is behavior that is of a sexual nature and unwelcome.

TERMINATION OF VOLUNTEER ACTIVITY

Individuals who are unable to continue serving in an assigned volunteer activity should notify the staff contact and school Principal.

Individuals who do not meet appropriate requirements for volunteers working with children, as established by state law, will not be accepted into the program. If a volunteer does not conform to the guidelines outlined in this handbook,

Childhood Fractured staff may suggest alternative actions or assignments. If this option does not meet with success, the staff has the option to terminate a volunteer's placement.

Childhood Fractured may, in its sole discretion, terminate a volunteer's services.



WHAT YOU WILL GAIN FROM VOLUTEERING

- Helping childrens rights
- Meet new people and make new friends
- Knowing you did something to help end Child Sexual abuse
- Face new experiences or challenges
- Raise awareness and support important issues
- Develop professional networks
- Gain experience in a variety of roles
- Explore different career and job opportunities

What Childhood Fractured is trying to do

Stop the Shame.

As artists and as human beings, we believe it is our solemn duty to help others. We must cast off these shackles that have long inhibited us and create the change in the world we so desperately want to see.

Begin the rebuilding of self.

No child or adult should ever have to go through what we have. Millions of people around the world already live with this experience. We hope to be one of many catalyts to reduce child abuse.

Form a Community.

This project has the potential to reach people across genders, social classes, and race on a national and international scale. We will begin by creating a community based in Chicago, one of the metropolitan centers of the United States. Your support will help us form constructive community partnerships at a faster rate. This will be go. The more support we r

In an effort to better serve our comunity, the following information is requested. We appreciate your expressed interest in volunteerism Childhood Fractured. Please fill out this form completely.

Name _____
 Last First Middle Telephone

Address _____
 Street City Zip code

Personal physician _____ Telephone _____

Emergency adult contact _____ Telephone _____

Physical limitations _____ Current Employer _____

Previous work or volunteer experience _____

Language/s spoken _____

Reason for volunteering _____

Criminal conviction Information: Are you a child sex offender? Yes No

Have you ever been convicted of a felony? Yes No

If yes, list all offenses:

Offense	Date	Location
_____	_____	_____
_____	_____	_____

Are you willing to consent to a criminal history records check, if deemed necessary?

Volunteer name (please print) _____

Volunteer signature _____

Date _____