



READING HOSPITAL CORE Program

The **Community Outreach & Engagement (CORE) Program** pairs Reading Hospital employees with community-based organizations in need of volunteer support.

Opportunities can be scheduled Monday-Friday during regular business hours (8am-4pm)

What We Need from You

1. Identify a service project for Reading Hospital employee volunteers to complete.
2. Complete the attached CORE Program Registration Form.
3. Submit Form to CommunityWellness@towerhealth.org.
4. Receive event confirmation from Reading Hospital CORE Program staff.

Day of Service Project - Host Organization Expectations

1. Assign an agency representative(s) to greet Reading Hospital staff and provide service project direction and supervision.
2. Take photos of Reading Hospital staff before, during, and/or after the service project. Photos can be submitted to CommunityWellness@towerhealth.org.

Questions? Email CommunityWellness@towerhealth.org

SAMPLE SCHEDULE

9am - Volunteers depart Reading Hospital

9:15am - Volunteers arrive at location and are greeted by agency representative

9:20am - Agency representative(s) provide overview of organization, mission, and service project

9:30am - Volunteers begin service activity

12noon - Volunteers break for lunch (provided by Reading Hospital)

12:30pm - Volunteers resume service activity

2:30pm - Service project clean up, Volunteers prepare to leave

3pm - Volunteers return to Reading Hospital



Reading Hospital

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Organization Information

Organization Name:

Address:

Primary Contact Name:

Phone Number:

Email:

Service Project Information

Date:

Start Time:

End Time:

Location/Address:

Brief Project Description:

Maximum # Volunteers Needed:

Special Requests/Information (e.g., special clothing needs to be worn, need for bilingual volunteers, training required before participating, etc.):

Please direct questions and completed forms to:
CommunityWellness@towerhealth.org