



**DEPARTMENT OF VETERANS AFFAIRS
Eastern Oklahoma VA Health Care System
1011 Honor Heights Drive
Muskogee, OK 74401**

In Reply Refer To: 623/135

Dear Summer Youth Volunteer Applicant:

The Department of Veterans Affairs and the Eastern Oklahoma VA Health Care System needs you to assist us this summer. The Youth Volunteer Program offers excellent growth opportunities for youths between the ages of 14 and 18 who are seeking potential careers in health care. While volunteering you will be promoting our healthcare system as a positive influence in the development of our community and young people.

Please return the attached application, Standards of Behavior, and the answers to the **6** questions below by **Friday, May 1, 2023**. **No applications will be accepted after this date.** We will let you know if you have been selected no later than May 17th.

Opportunities will be limited to 10 youth volunteers this summer, 5 at Jack C. Montgomery in Muskogee and 5 at Ernest Childers in Tulsa. Youth volunteers will only be scheduled up to 5 days a week. The program will run from **June 7th through July 31st**.

If accepted as a 2023 Youth Volunteer, you will be required to attend the Youth Volunteer Orientation tentatively scheduled on **June 7th**.

Thank you for your interest in this wonderful opportunity and I look forward to seeing you soon.

Sincerely,

/s/

CANDICE JORDAN
CHIEF, CENTER OF DEVELOPMENT AND CIVIC
ENGAGEMENT