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## Resources: Volunteer FAQs – Adaptations Manual

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### Video Script and Commentary:

- Video opens with slide of NWABA logo.
- Fades to next slide that reads, ‘Volunteer FAQ’ with voiceover reading “Volunteer Frequently Asked Questions.”
- Video transitions to Stacey Gibbins standing in the center of the shot in a gymnasium.
  - “Hello, my name is Stacey Gibbins, I am the Senior Director of Programs and Services at Northwest Association for Blind Athletes. I am so excited that you’re interested in joining us at NWABA. To kick off our introductory video, we would love you to hear about how NWABA started from our Founder, President, and CEO.”
- Video transitions to Billy Henry standing in the center of the shot in a gymnasium. The video shot changes periodically to different angles of Billy while he talks.
  - “My name is Billy Henry, I am the Founder, President, and CEO of Northwest Association for Blind Athletes. Our mission is to provide life-changing opportunities through sports and physical activity to individuals who are blind or visually impaired. As someone who is visually impaired myself, I understand the benefits of participating in sport and physical activity. We are excited to introduce our video resource library to students, teachers, schools and communities all across the world. I founded the organization in 2007, when I was 15 because I wanted to participate in powerlifting with my friends. I’m proud to say that we have



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gone from serving six students our first year out of my parents garage to having more than 1700 program and service interactions that improve the quality of life for children, youth, and adults who are blind or visually impaired. Our mission is all about helping individuals who are blind or visually impaired build confidence, self-esteem, friendships, and a sense of community and the skills, tools, and resources that they need to achieve success in all areas of life. Our vision is to be the national leader in improving the quality of life for individuals who are blind or visually impaired. At the heart of our organization, we are focused on empowering people, providing an inclusive community of supporters, striving for excellence, being transparent about the work that we do, and having a growth mindset in all areas of the organization.”

- Video transitions back to Stacey Gibbins, standing in the gymnasium. The video shot changes periodically to different angles of Stacey while she talks.
  - “Now that you know how we started and where we are going, I want to officially welcome you as a volunteer to Northwest Association for Blind Athletes. Volunteers are the key to success in our organization. With over 15 sports available to our athletes, through our six core programs, we have plenty of opportunities for you to be involved. To help you navigate the exciting new world of NWABA, I am going to help you to answer some frequently asked questions.”



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- Video transitions to a slide that reads, ‘What are the requirements to becoming a volunteer?’ Stacey reads the question as it appears on screen and she then reappears on the screen to answer the question.
  - “What are the requirements to becoming a volunteer? All of our volunteers must be 18 years or older. Volunteers must apply on our website and provide a minimum of two references. All volunteers must read and sign our volunteer handbook. Volunteers must complete and pass a background check biennially.”
- Video transitions to a slide that reads, ‘How do I sign up to become a volunteer?’ Stacey then reappears on screen to answer the question.
  - “How do I sign up to become a volunteer? All of our volunteers must apply on our website, over the phone, or electronically. Our application form has a series of questions to get to know you to ensure that you will be a good fit for our programs and services. Once you have applied to volunteer, you will receive an email from our staff, within one to three business days, notifying you that you can continue in the application process. The next step is providing you with the volunteer handbook and checking references. Once the volunteer handbook is read and signed by you, an NWABA staff will check references. The final step in the process is a background check. The staff assigned to your application will send you a link to complete the



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## Resources: Volunteer FAQs – Adaptations Manual

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background check. When the steps above are complete, your background check is cleared and your references have been contacted, you will be invited to sign up as a volunteer for an event.”

- Video transition to a slide that reads, ‘What does NWABA’s background check involve?’ Stacey reads the question as it appears on screen and she then reappears on the screen to answer the questions.
  - “What does NWABA’s background check involve? All volunteers at NWABA will complete a background check biennially. The background check includes applicant verification, multi-court jurisdictional, federal criminal, nation-wide sex offender, and global watch checks. If you would like a report of your background check, you may request it from our staff. Additionally, NWABA pays for each background check, however, if you would like to cover the cost, you can click the pay option when entering your information.”
- Video transitions to a slide that reads, ‘How do I sign up for an event?’ Stacey reads the question as it appears on screen and she then reappears on screen to answer the question.
  - “How do I sign up for an event? When you have been accepted as a volunteer, you will be invited to sign up for events. When you decide on the events you would like to attend, you can contact a staff member to let them know which ones you would like to volunteer. You will receive



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confirmation from staff within one to three business days to let you know we have you on the volunteer list. Our list of events can also be found on our website at [www.nwaba.org](http://www.nwaba.org).”

- Video transitions to a slide that reads, ‘When do I need to sign up by?’ Stacey reads the question as it appears on screen and she then reappears on screen to answer the question.
  - “When do I need to sign up by? The sooner the better. Three days in advance is preferred but often we allow late sign ups when we are low on volunteers. If you need to cancel for any reason, we ask that you do so as soon as possible. 24 to 36 hours is preferred so that we can still provide our athletes with the best experience.”
- Video transitions to a slide that reads, ‘What if I have no experience?’ Stacey asks the question as it appears on screen and she then reappears on screen to answer the question.
  - “The biggest question we get, what if I have no experience working with people who are visually impaired? Many of our volunteer have little to no experience when they first start with NWABA. We provide on-line training, video resources, in-person training, and a comprehensive handbook to help guide you in the right direction. It is our goal to make our volunteers feel as comfortable as possible when arriving for their first event. Together we’ll make sure you feel supported and safe while working with our athletes.”



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## Resources: Volunteer FAQs – Adaptations Manual

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- Video transitions to a slide that reads, ‘Who will be supporting me at the event?’ Stacey asks the question as it appears on screen and she then reappears on screen to answer the question.
  - “You may be wondering, who will be supporting me at the event? The answer is, we have a minimum of two highly trained staff at every event. We keep our supervision ratios low and use the buddy system often to create a safe environment for athletes, volunteers, and staff. Another question volunteers ask, are there any opportunities besides activities? The answer is yes. We have volunteer committee members, board members, special event volunteers, and office volunteers. If you are interested, please contact us for more information. Thank you so much for sticking with me throughout these frequently asked questions. Above all, NWABA programs and services enrich lives and provide opportunities for individuals who are blind or visually impaired. Our events are a wonderful way to serve and build community in a positive, encouraging, active environment. We hope you will join us soon. To follow our journey right now, you can find us on Instagram, Facebook, Twitter, and LinkedIn.”
- Video transitions to a slide that reads, ‘For more, visit the sports adaptations page at [www.nwaba.org](http://www.nwaba.org). Thank you for watching!’ A voiceover reads the slide.
- Video slide changes to NWABA logo.