

# NATIONAL DISABLED VETERANS GOLF CLINIC

FOR VETERANS WITH VARYING DISABILITIES • IOWA CITY, IOWA • [VETERANSOLFCLINIC.ORG](http://VETERANSOLFCLINIC.ORG)

## 2024 National Disabled Veterans Golf Clinic (NDVGC)

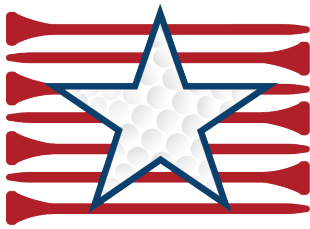
Dear Clinic Staff Applicant:

The 31<sup>st</sup> annual National Disabled Veterans Golf Clinic (NDVGC) will be held at Riverside Resort in Riverside, Iowa on Sunday, September 8 – Friday, September 13, 2024. This application is so we can gather preliminary information on potential volunteers available to support this year's program.

- Please read all information provided. If you feel you can meet the needs of the program and are interested in serving as clinic staff at the NDVGC, please return:
  - Application form
  - Code of Conduct form
- If selected to support, you will receive confirmation. Do not make any arrangements until you have been officially accepted for the 2024 NDVGC.
- If you are not selected for the role requested, you will receive notification of that decision in June 2024.
- Please keep a copy of the completed application for your records.
- **You will receive an email confirming we have received your paperwork. If you do not receive an email, please follow up with Nick Beelner regarding your paperwork submission immediately at [Nicholas.Beelner@va.gov](mailto:Nicholas.Beelner@va.gov) or (319) 358-5963.**

### What to Expect if Selected

- To provide the best experience for the Veterans, we strongly encourage you to attend for the entire program.
- Expect to work at least 40 hours.
- You will be provided meals throughout the duration of your assignment.
- While we take considerable time and effort to address as many dietary restrictions and special diets as possible, we cannot guarantee we will be able to accommodate all of them.
- You will be provided lodging (if living more than 50 miles from Riverside, Iowa) during the clinic. We will assign you to lodging (if applicable) and you may have a roommate. If you have a roommate preference, please indicate that on your lodging form.
  - It is your responsibility to get to Riverside, Iowa.
  - Local volunteers will be responsible to get to assigned venues.
- You may be working in inclement weather.
- You will be working and providing support to Veterans with profound disabilities. These include, visual impairments, spinal cord injuries, traumatic brain injuries, limb-loss, Parkinson's, multiple sclerosis, strokes, and others.
- Training will be provided on our website, mobile app, and in person.
- Once selected, you will receive information on the NDVGC Mobile App where you will find clinic details.
- This will be an incredibly rewarding experience.



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## What Will be Expected of You

- You must be able to meet the requirements identified for the area you will be assigned to.
- To follow the rules and guidelines provided to you by the clinic and your assigned coordinator or lead.
- You **MUST** be on time.
- You **MUST** provide an email address.
- You **MUST** read, understand, and adhere to privacy rules and regulations.
- If you have to cancel, you **MUST** notify Nick Beelner as soon as possible.
- You **MUST** always conduct yourself in a professional manner.
- You are volunteering for a VA Federal Government/DAV program. You are representing these two organizations; therefore, drug use, inappropriate behavior, or harassment of any form will not be tolerated. We reserve the right to immediately remove anyone in violation.
- Consideration will only be given to those who return a complete application (5 pages must be returned; 6 pages for VA employees).
- Return your application to support by the May 1, 2024 deadline.

## Additional Expectations for VA Government Employees

- Your supervisor must sign your application authorizing support of your attendance.
- Travel costs are not provided by the program. You will need to discuss your options for travel with your facility.
- You will be required to let us know if you are on official travel status, authorized absence, or annual leave.
- Lodging for employees is only available if the commute from your assigned duty station is more than 50 miles from Riverside, Iowa.

**Application forms are due by May 1, 2024** for you to be eligible to support the 2024 National Disabled Veterans Golf Clinic. Please fill out the application in its entirety as all information is pertinent to being accepted as Clinic Staff. Please return the **application** and **the code of conduct form**.

If you have any questions or concerns, please feel free to contact Nick Beelner at (319) 358-5963 or via email at [Nicholas.Beelner@va.gov](mailto:Nicholas.Beelner@va.gov).

Respectfully,

Nick Beelner  
Director, National Disabled Veterans Golf Clinic