



2016 Community Service Volunteer Application

Date: _____

Last Name _____ First Name _____ M.I. _____

Name by which you preferred to be called: _____

Present Address: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Occupation: _____ Employer: _____

Education – *Please check highest level completed.*

High School
Some College
Associates Degree

Bachelor's Degree
Graduate Degree
Doctorate

How did you hear about the Parks & Rec Center's community service volunteer opportunities?

If you have been court-ordered to perform community service, list for what charge(s).

**The Parks & Rec Center is unable to provide community service volunteer opportunities to individuals with a conviction(s) of violent crime and/or sexual offense.*

Number of hours you are required to complete: _____ By what date? _____

Community Service Case Worker's name: _____

Community Service Case Worker's daytime phone: _____

What records (timesheet, etc.) are we required to keep for you? _____

The Parks & Rec Center is honored that you have chosen to fulfill your Community Service requirements within the Parks and Recreation Department. Please indicate your availability by checking all that apply:

Weekday Mornings Weekday Afternoons

If you are not able to make your volunteer shift, it will be your responsibility to contact the Parks & Rec Volunteer Coordinator prior to the start of your shift. Due to the nature of many of our service projects requiring additional resources and manpower, two (2) absences without notice will result in termination of your community service here at the Parks & Rec Center.

Volunteer Experience – Please note previous position(s), brief list of duties, and service dates:

1) _____

2) _____

3) _____

What is your perception of the kinds of people who use the Parks & Rec Center's services?

How would you describe yourself to another person? _____

What circumstances are most likely to upset you? _____

References – Please list a work or volunteer reference and a personal reference:

| | | |
|----------------|--------------|--------------------------|
| 1) Name: _____ | Phone: _____ | Your relationship? _____ |
| 2) Name: _____ | Phone: _____ | Your relationship? _____ |

BACKGROUND CHECK NOTIFICATION: To guarantee the safety of our environment, consent for a criminal background check is required for all volunteers. Traffic and non-violent convictions will not disqualify you from a community service position. After this application has been received, you will be contacted to schedule an interview. Following a successful interview, participation in volunteer training, usually scheduled once a month, will be required to complete community service hours at the Parks & Rec Center.

CONSENT FOR BACKGROUND CHECK:

FULL NAME: _____

ANY OTHER NAME USED: _____

Birthdate: ____/____/____ Social Security Number: ____ - ____ - ____ Gender: M/F

Current Address: _____

Additional Address(es) (if different within the past 7 years): _____

APPLICANT'S STATEMENT (Authorization and Understanding) I represent that the answers and information given by me in this application are true and complete. I authorize the Parks & Rec Center to verify the information I have provided and to make any investigation of my background deemed necessary. I understand that the types of investigations which the Parks & Rec Center may perform include reference checks and a criminal background check. I understand that I may have to provide further information to assist in these investigations. I understand that if, during the background check process, an unfavorable result occurs, I may be disqualified as an applicant. I also understand that I will be notified of the result and be given the name and address of the reporting agency. In consideration of my volunteer placement, I agree to complete all training requirements, conform to the rules and policies of the Parks & Rec Center, and sign an agreement to uphold confidential information. This volunteer application shall be considered active for sixty (60) days. If I wish to be considered for a volunteer position after that time period, I understand I may be asked to submit a new application. I acknowledge that the security of my personal information is important to the Parks & Rec Center and that this form will be kept in a locked location for one year from the date of receipt and then destroyed. My signature below indicates that I have read and understood the above paragraphs.

Signature of Applicant _____

Printed Full Name of Applicant _____

Date _____