

Application date: _____



Volunteer Application



Name: _____

Mailing address: _____

City: _____ Zip code: _____

Email: _____

Phone: _____

Best method of contact: Email Phone Text

Employer: _____ School: _____

Emergency contact name: _____ Phone: _____

Work/Volunteer Experience

Please list your employment experience

Company: _____ Phone: _____

Dates of employment: _____

Skills: _____

Company: _____ Phone: _____

Dates of employment: _____

Skills: _____

Company: _____ Phone: _____

Dates of employment: _____

Skills: _____

Please list your volunteer experience

Agency: _____ Phone: _____

Dates : _____ Skills: _____

Agency: _____ Phone: _____

Dates : _____ Skills: _____

Agency: _____ Phone: _____

Dates : _____ Skills: _____

Will you be working here through another agency? Yes No Work/Study Community service

If yes,: Agency: _____ Phone: _____ Supervisor _____

Required hours, if applicable _____

AREAS OF INTEREST

Please check the areas where you would be interested in volunteering at The Family Center. Please note these descriptions are not all inclusive and may change as needs change.

- DONATIONS/FOOD PANTRY:** Accept, put away, and maintain receiving and storage areas.
- MAINTENANCE ASSISTANCE:** General maintenance and upkeep of building; lawn mowing, snow removal, outdoor care; spring and fall cleanup; minor repairs and some janitorial assistance; painting as needed; assist with moving items within shelter
- SHELTER ASSISTANT/VICTIM ADVOCACY:** Answer crisis line phone calls; client engagement; provide resources and support for victims of domestic violence and/or sexual assault. Provide specialized services, in some cases, for older/vulnerable adults or Hmong clients; help in shelter and assist with needs of clients; host a holiday or community event for shelter residents on or off site; weekly grocery shopping for shelter (gift cards provided); transport clients to appointments.
- OFFICE ASSISTANCE:** Answer business phone lines; fax, copy, data entry, paperwork, file maintenance, shredding; manage front desk and provide initial response to non-client visitors
- CHILDREN'S ADVOCACY:** Help with support group activities and/or family-fun events; tutor; library help; childcare assistance
- VISITATION/SAFE EXCHANGES:** Assist with court-ordered custody exchanges and/or supervised visits
- CLEANING ASSISTANCE:** Help with general cleaning and sanitizing of shelter and toys to ensure a clean and comfortable environment.
- FUNDRAISING/COMMUNITY CONNECTION:** Assist with fundraising or awareness events; help with set-up/ take-down/event activities; speaking as a survivor of domestic violence at an event; graphic art assistance for event materials; assist with mailings.
- ARTS/CRAFTS/SKILL BUILDING:** Teach a craft or skill to clients (knitting/crocheting/scrapbooking/cooking/baking, etc.); facilitate a crafting event for clients. List specific skills: _____

Have you previously volunteered at The Family Center? YES NO If yes, when? _____

Reasons for leaving: _____

Do you speak another language? YES NO If yes, please list language: _____

Why do you want to volunteer here? Passion for this field Desire to serve others Learn new skills

Gain experience Build resume Make a difference in the community Use skills to help others Meet new people

AVAILABILITY

Days: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Frequency Daily Weekly Bi-weekly Monthly Special events only As needed

Times: Mornings Afternoons Evenings Please list any specific hours: _____

I certify my answers are true and complete to the best of my knowledge. I understand I will need to complete a Wisconsin Background Information Disclosure Form, and all interaction with clients at The Family Center must be kept under strict confidentiality. If this application leads to a volunteer position, I understand any false or misleading information on my application or in my interview may result in my release.

Signature: _____ Date: _____