

Volunteer Application



Personal Information:										
First Name				Middle Initial			Last Name			
Date of Birth			Gender	Male			Female			
Address (include apt. #)										
City				State			Zip			
Primary Phone					Secondary Phone					
Email Address										
Emergency Contact						Phone				
Background and Experience:										
Employment Status (check all that apply):			Full-time			Part-time			Unemployed	
Retired		Student			School Name					
Employer						Work Phone				
Position/Title					May we contact your employer?	Yes		No		
Duties										
Local Church/Organization Affiliation:										
What skills and interests do you have that may be useful during your volunteer experience?										
List all languages spoken:										

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Volunteer Hours:					
Do you need to complete hours for court-mandated service?			Yes		No
If so, by what date do you need to complete your service hours?			Total hours needed?		
Do you need to complete hours for a service project/internship?			Yes		No
If so, how many hours per week?			Total hours needed?		
School			Area of Study		
Indicate days and times you are available to volunteer:					
Monday		Tuesday		Wednesday	
Thursday		Friday		Saturday/Sunday	
Grace Hill Settlement House Involvement:					
Have you volunteered with Grace Hill in the past?			Yes		No
If yes, please explain:					
Do you currently receive Grace Hill services or participate in Grace Hill Programs?			Yes		No
If yes, please list:					
1		2			
3		4			
5		6			
Volunteer Requirements:					
<p><i>Regular Volunteers</i> - Any volunteer who serves 20 or more hours a month. <i>Application, Interview, and Orientation</i> – All prospective regular volunteers must complete an application and interview before being placed in a volunteer position. Once placed, volunteers will also attend an orientation prior to starting volunteer services. <i>Background Check</i> – A background check report, through Verified Volunteers, is completed for every Grace Hill volunteer candidate over the age of 18. Events that immediately disqualify a candidate include, but are not limited to, felonies, crimes involving sex, theft, abuse or neglect of any form, and crimes of violence. <i>TB Risk Assessment</i> – a TB Risk Assessment will need to be on file before starting volunteer services.</p>					
I agree that I have read and completed the above information to the best of my knowledge:					
Signature			Date		



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Volunteer Preferences

Neighborhood where you would like to volunteer:

- College Hill
- Patch
- Carondelet
- No preference

Which of the following skills can you offer as a volunteer at Grace Hill?

- Graphic design
- Event planning
- Computer skills
- Public relations/marketing
- Word processing
- Child care
- Human resources
- Answering phones/making calls
- Photography
- Education/tutoring
- Physical education/training
- Filing/organizing
- Gardening/beautification
- Other_____

Which services are you interested in getting involved with at Grace Hill?

- Community Development
- Family advancement
- Women’s Business Center
- Head Start/Early Head Start
- Special events
- Administration
- Senior citizens services
- Committee/Board
- Other_____

Which groups are you interested in working with at Grace Hill?

- Children (3-5 yrs.)
- Children (5-11 yrs.)
- Seniors
- Other_____

What are you looking to gain from your experience at Grace Hill?
