



2011 VOLUNTEER APPLICATION

Clearly PRINT all information – Illegible information will result in disposal of application.

PERSONAL INFORMATION:

Have you volunteered with us before? [] YES [] NO

OVER 17 Years of age? [] YES – If NO, then: Under 12 years of age – not eligible to volunteer
[] 12-13 yrs. (parent must be present – max 3 hours)
[] 14-17 yrs. (parent signature required on back)

NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE (Select One): [] HOME [] CELL : (____)____-_____

EMAIL ADDRESS: _____

TYPE OF VOLUNTEERING: [] Free Time [] School Credit* [] Church Credit*
(Required)

[] Community Service*: Reason: _____

(*) Total Hours Required: _____ By ____/____/_____

VOLUNTEER INTERESTS:

Please select all that apply:

- [] **Warehouse** (no minimum commitment required): This position consists of greeting/assisting donors, sorting donations, assisting client aides, general cleaning and warehouse upkeep – and cleaning/moving furniture if capable.
- [] **Client Aide** (3 month minimum commitment required): This position consists of data entry, calling and scheduling clients, assist clients that have questions about our program, work with clients by assisting them when selecting needed furniture.
- [] **Office** (3 month minimum commitment required): This position consists of answering our main phone line, data entry and working on special office projects/mailings that help our program and development staff.
- [] **Truck** (no minimum commitment required): This position consists of working with the truck crew to pickup furniture donated by the community, assist with special/bulk pickups, and drive our trucks if available.
- [] **Special Events** (no minimum commitment required): This position assists staff at special events.

SCHEDULE AVAILABILITY:

- [] **Mondays:** [] 9am-Noon [] Noon-3pm
- [] **Tuesdays** [] 9am-Noon [] Noon-3pm
- [] **Wednesdays:** [] 9am-Noon [] Noon-3pm
- [] **Thursdays:** [] 9am-Noon [] Noon-3pm
- [] **Fridays:** [] 9am-Noon [] Noon-3pm
- [] **Saturdays:** [] 9am-Noon

Sharing Connections Furniture Bank Volunteer Information Acknowledgement

Participation in the volunteer programs of Sharing Connections Furniture Bank ("Sharing Connections", "SCFB") requires an understanding of certain matters concerning its operations. The following matters must be understood and adhered to by each volunteer before joining the SCFB team.

Please initial before each of the areas below showing that you understand and agree to the following:

_____: SCFB provides services to families in need. They must be treated with dignity and respect. All information concerning clients served is confidential and must not be shared with others without the expressed permission of the Executive Director.

_____: While every effort is given to provide a safe working environment, the handling and storage of furniture and household goods gives rise to certain safety risks. Volunteers should not wear open toed shoes when working in the warehouse and are not to assist in loading client vehicles. Care must be given to the ergonomically correct and safe movement of household items. Sharing Connections does not provide insurance covering injury to volunteers while performing volunteer duties. Each volunteer assumes any and all risks associated with participation in Sharing Connections operations.

_____: Working in the warehouse is subject to the movement of heavier household goods and may be performed in extreme hot or cold conditions. Each volunteer must be aware of their health limitations and restrict their involvement in SCFB operations accordingly.

_____: (A.) Volunteers 14 to 17 years of age must have the signed authorization of a parent or legal guardian to volunteer. (B.) Volunteers 12-13 years of age must be accompanied by a parent or legal guardian to volunteer – maximum of three hours per day. (C.) Children under the age of 12 cannot volunteer with SCFB as warehouse projects are not suitable. Children under the age of 12 are encouraged to participate in group collection projects of cleaning supplies, personal care items or new toys for our clients.

_____: If volunteering as a driver for SCFB purposes (A.) I will maintain my own personal automobile insurance. (B.) I agree to provide proof of insurance to SCFB at every renewal and/or at their request. (C.) I understand and give approval to SCFB to order my motor vehicle record. (D.) I understand that my current driving record could impact my future driving responsibilities with SCFB.

Signature of Volunteer

Signature of Parent/Guardian

If under 18 years of age

DATE: ____/____/____

DATE: ____/____/____

All volunteer applications and waivers must be completed and on file before an individual can volunteer with Sharing Connections Furniture Bank.