



# Volunteer Application

Boys & Girls Club of Rutland County  
71-77 Merchants Row / PO Box 636  
Rutland, VT 05701  
Ph: (802) 747.4944  
Fax: (802) 747.4961

Thank you for your interest in Volunteering at the Boys & Girls Club. The following application will allow us to learn a little more about you, and help us best match your time commitment and skills with our organizational needs. We will contact you for an interview when an opening becomes available in the area of your expressed interest. As a Volunteer, you are a representative of our agency within the community. It is important that as a Volunteer, you make a commitment to serving our Club and spreading our mission and goals in a positive and enthusiastic way.

• All information is confidential      • Please print legibly

Name: \_\_\_\_\_ Date Filled Out: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Contact's Phone: \_\_\_\_\_

## SKILLS AND EXPERIENCES

### Check Highest Level of Education:

Enrolled in High School    High School    Enrolled in College  
 2-Year Degree    4-Year Degree    Masters    Ph.D.  
 Other: \_\_\_\_\_

School: \_\_\_\_\_

Address: \_\_\_\_\_

Degree: \_\_\_\_\_

What is your current occupation?

\_\_\_\_\_

List any formal training or experience you have had regarding teaching children or parenting:

\_\_\_\_\_

List any formal training you have received in first aid:

\_\_\_\_\_

Do you have any past or present volunteer experience?  
 If yes, please describe:

\_\_\_\_\_

What type(s) of transportation do you use?

\_\_\_\_\_

What sorts of hobbies, interests and activities do you enjoy?

\_\_\_\_\_

## INTEREST INVENTORY

This section will help you determine what volunteer activities you might like to participate in. Please check the area(s) that interest you. Check as many or as few as you like!

### I would enjoy:

Tutoring - Which subject(s)?

\_\_\_\_\_

Athletics Coach/Assistant – Which sport(s)?

\_\_\_\_\_

Music Leader/Assistant – Which genre/instrument?

\_\_\_\_\_

Dance Instructor/Assistant

Arts & Crafts Activity Instructor/Assistant

Leading a Recreational Activity

Playing Board Games (Chess, Monopoly, Etc.)

Helping a Child Use a Computer

Teaching a Technology Program/Class

Leading a Discussion Group

Chaperoning a Field Trip

Acting as a One-on-One Mentor with a Child

Assisting with Fundraising

Assisting with Office and Clerical Work

Activities Not Listed Above that I Am Interested in:

\_\_\_\_\_

**PREFERENCES IN VOLUNTEERING**

Members of the Boys & Girls Clubs are ages 6 to 18. Which age groups would you most enjoy working with? Check as many as you like.

- |   |   |
|---|---|
| <input type="checkbox"/> 6 to 8 Year Olds   | <input type="checkbox"/> 13 to 15 Year Olds |
| <input type="checkbox"/> 9 to 10 Year Olds  | <input type="checkbox"/> 16 to 18 Year Olds |
| <input type="checkbox"/> 11 to 12 Year Olds | <input type="checkbox"/> Does Not Matter    |

Is there a particular type of volunteer work in which you are interested? Check all that apply to you:

- Working One-on-One with a Single Child
- Working with Small Groups of Children
- Working Directly with a Staff Member as an Assistant (On a Group Project)
- Facilitating Trainings or Workshops with Children
- Helping Around the Office or General Administrative Duties
- Custodial or General Maintenance Duties
- Specialized Maintenance Duties (Carpentry, Dry Walling, Painting, Electrical, Etc.)
- IT or Computer Repair
- A Variety of Duties / No Preference

**COMMITMENT**

- One Time
- Less than 4 Weeks  
(Specify: \_\_\_\_\_)
- 4-8 Weeks
- 8-12 Weeks
- 3-6 Months
- 6-9 Months
- 9 Months – 1 Year
- Other Time  
Commitment  
(Specify: \_\_\_\_\_)

**AVAILABILITY**

This section will help determine the best days and times for your volunteer activity. Please mark all the days you will be available to volunteer with specific times.

	Monday	Tuesday	Wednesday	Thursday	Friday
Time Available					

**REFERENCES**

Current Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

May we contact your employer about your volunteer service?  Yes  No

Please list the names and phone numbers of two people who know you well and can attest to your character, skill and dependability. (Please do not list family members or relatives.)

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Name: \_\_\_\_\_ Phone No: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

**GENERAL**

Where did you learn about our volunteer opportunities? \_\_\_\_\_

Will you be receiving class/course credit for your volunteer service? (Please list school, class, prof., teacher, etc.)  
\_\_\_\_\_

Are you seeking to volunteer in order to satisfy court-ordered community service?  
\_\_\_\_\_

**UNDERSTANDING AND AUTHORIZATION**

I certify that all the answers on the application and any attachments are true and complete to the best of my knowledge. I also certify that I have not withheld any pertinent information.

I agree that in the course of considering my application, you may inquire to verify information considering my background. I specifically authorize you to investigate all statements in this application. I authorize educational institutions, employers and references listed above to give you any and all information concerning my education, employment, and fitness to work with children and young people. I further agree to release and hold harmless the Boys & Girls Clubs of Rutland County, institutions and references listed above and any law enforcement agency, from all liability and any damage that may result from furnishing this information to you.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return to:**  
***Boys & Girls Clubs of Rutland County***  
***P.O. Box 636, Rutland VT 05702***

**-office use only-**

Personal References Checked - No. 1: \_\_\_\_\_ No. 2: \_\_\_\_\_ Employer (if applicable): \_\_\_\_\_

Criminal Record Checked: \_\_\_\_\_ Volunteer: Accepted / Declined      Notified: \_\_\_\_\_

Placement Beginning Date: \_\_\_\_\_ Position: \_\_\_\_\_